

PWS CLIN	HISTORICAL INFO		FUTURE MINIMUM REQUIREMENTS	
	Position	Qty	Place of Performance	Security Clearance
0001	PM (overall)	1	TBD	TS
0001	FM	2	JSSMO	S
0001	CM/DM	2	JSSMO	S
0001	Admin	3	JSSMO	S
0001	Contracting	4	JSSMO	S
0001	PM	2	JSSMO	TS
0001	PM	9	JSSMO	S
0001	Log	5	JSSMO	S
0001	Test Eng	2	JSSMO	TS
0001	Test Eng	2	JSSMO	S
0001	Eng	1	JSSMO	TS
0001	Eng	8	JSSMO	S
0002a	PM	1	WPAFB	TS
0002b	Eng	1	WPAFB	TS
0002c	Eng	3	WPAFB	S
0002d	PM	1	Eglin	S
0002d	Eng	1	Eglin	TS
0002d	Eng	2	Eglin	S

1. INTRODUCTION/BACKGROUND

The Air Force Life Cycle Management Center Joint Service System Management Office (JSSMO) (AFLCMC/WNY) develops, tests, and sustains Global Positioning System (GPS) User Equipment (UE) systems to provide precise position, navigation and timing information to a variety of Department of Defense (DoD) weapon systems. These systems include but are not limited to the Miniaturized Airborne GPS Receiver (MAGR) 2000, Embedded GPS/Inertial Navigation System (EGI), Defenses Advance GPS Receiver (DAGR), GPS Antenna System (GAS-1), Advanced Digital Antenna Production System (ADAP), GPS Antennas, Antenna Electronics (AE), and alternative navigation capabilities. Many of these systems are undergoing significant modernization efforts to respond to new threats, improve supportability, improve long-term resiliency, and adopt new open architecture standards. Modernization efforts are underway for both the MAGR-2K and the EGI receiver systems with both programs still in early research and development design phases in support of aircraft modernization efforts.

2. SCOPE

This work scope provides Contractor Support Services and Studies and Analysis (S&A) to the GPS UE Systems, and Assured Position, Navigation, and Timing (PNT) and related programs.

This requirement will provide support services including, but not limited to, rapid response modernization acquisition and sustainment planning; program startup planning; manpower analysis; sustainment and production support; Foreign Military Sales future planning; Qualification Test & Evaluation (T&E) support; PNT systems, platform and weapons integration; planning and standards development; implementation of open architecture tenants and guidance assurance workshops; alternative navigation application development and integration; development of senior leader advocacy briefings; assured PNT engineering support; cybersecurity; information Assurance; Resiliency and Software Assurance Modifications (RSAM) and aircraft, weapons and GPS receivers and user equipment acquisition integration and planning in support of PNT. The scope of services for this contract is to provide the services outline in the descriptions below.

3. SPECIFIC TASKS

3.1 CLIN 0001 – Strategic Planning & Program Execution – Firm Fixed Price

3.1.1 Senior Program Management Support

Upon award, the Contractor shall designate one (1) individual to serve as the overall Contractor Program Manager (PM) for the entire task order. The PM shall be responsible for serving as the coordinating single point of contact between the Contractor and Government and hold a Top Secret clearance. This individual shall be responsible for overall management direction and general support and coordination to the COR and Government staff, as needed. The PM shall be fully authorized to manage the activities of Contractor and third-party Contractors needed to meet the contract requirements, providing a corporate escalation path for issues that may arise. They will provide both a monthly and an annual report summarizing program accomplishments and overall deliverables. This

individual must be available for the duration of the contract and provide the Monthly Status Report (MSR) as detailed below. In addition to the overall PM, the contractor shall provide three additional senior program managers (one under CLIN 01 and two at each site under the Optional Support CLIN if exercised) to manage the activities under the individual programs. All Program Managers shall have PM level 3 PMP or APDP PM level 3 certification and in depth knowledge of GPS programs and the PWS tasks.

3.1.1.1. Project Management: Manage several concurrent pre-award, modernization, production, and sustainment projects with multiple milestone events and S&A tasks. Assign to an on-site A&AS task lead as long as the project complexity can be adequately managed without interfering with routine duties. Manage complex assigned projects; ensure the highest quality standards are met for all deliverables. Identify and mitigate risks. Manage resources (people, costs, risks) to ensure effective and efficient use of all on-site or off-site contractor resources.

3.1.1.2. Workforce Management: Develop manpower estimates for WNYBC (JSSMO) to develop and acquire the PNT upgrades consistent with joint service, long-range Assured PNT objectives. Update and maintain the JSSMO resource based Integrated Master Schedule and associated manpower modeling worksheets/models to produce near-real time assessments of projected manpower needs and recommended courses of action. The manpower model shall provide a dynamic workforce management tool to allow rapid support of fact-of-life changes and shall include schedule-based, estimated functional allocations (e.g. Program Manager (PM), Engineering (EN), Contracting (PK), Finance (FM), Logistics (LG), etc.) for each supported project.

3.1.2. Production and Sustainment Support. Provide sustainment logistical, program management, acquisition planning and sustainment engineering support ensuring fleet readiness.

3.1.2.1. Acquisition Support: Develop market research plans and support market research analysis. Develop and staff Early Strategy & Issues Session (ESIS) and Acquisition Strategy Plan (ASP) strategies for new production and sustainment delivery order contracts. Conduct risk analysis and document the results. Assist the Government in developing overall program risk reduction plans. Develop program/project cost estimates. Develop and manage program/project integrated master schedules that are resource loaded. Develop technical contract requirements documents for new OEM contractual documents (Performance Work Statement (PWS), Contract Data Requirements List (CDRL), Quality Assurance Surveillance Plan (QASP), System Requirement Document (SRD), etc.). Assist in evaluating OEM provided Engineering Change Proposals (ECPs) and other technical submittals to the government to ensure technical requirements are met by documenting all findings in comprehensive Comment Resolution Matrix's (CRMs) and ensure proper adjudication of comments with

appropriate Government offices. Participate in OEM program reviews, Technical Interchange Meetings (TIMs), requirements reviews, and other ad hoc meetings as may be required to ensure all contractual documents reflect a sound and comprehensive production & sustainment strategy.

3.1.2.2. Sustainment Engineering: Provide engineering and technical support to Failure Analysis, Deficiency Reports, Diminishing Manufacturing Sources and Material Shortages, and Product Improvements. Evaluate failures and accomplish trend analysis for field failures, review and evaluate deficiencies reported and resolve as required. Monitor and identify solutions/replacements for part obsolescence. Identify improvements as required for service life extension, technology refresh, and product modernization. Monitor field items to ensure Operational Safety, Suitability and Effectiveness of systems are maintained.

3.1.2.3. JSSMO Logistics Support Analysis: The contractor shall support Air Force efforts to resolve logistics shortfalls in existing GPS user equipment. The contractor shall assist in the development of AF contractual documents and upgrade packages (ECPs) to address logistics shortfalls with the GPS UE OEMs fielded capability. The contractor shall assist in the evaluation of OEM response to these ECPs. The contractor shall evaluate OEM logistic assessments of obsolete parts, diminishing manufacturing sources, Re Test OK (RTOK) and other supportability items for existing fielded EGI systems. The contractor shall consider the impact of material, training and supply processes to mitigate current logistics challenges. The contractor shall assess the robustness of existing system performance requirements in order to meet warfighter logistics needs. The contractor shall recommend revised performance requirements where needed. The contractor shall recommend enhanced approaches to test demonstrations to better meet warfighter logistics needs. The contractor shall develop acquisition options to address these issues in order to provide more logistically supportable systems to the warfighter.

3.1.3. Acquisition Planning & Support: The contractor shall provide acquisition planning and program support for the modernization programs.

3.1.3.1. Acquisition Planning: Develop acquisition milestone documents to support Acquisition Category (ACAT) II & III Milestone entry at the appropriate decision points. Develop market research plans and support market research analysis. Develop and staff ESIS and ASP strategies. Conduct risk analysis and document the results. Assist the Government in developing overall program risk reduction plans. Develop program/project cost estimates. Develop and manage program/project integrated master schedules with resource loading. Develop technical contract requirements documents for new OEM contractual documents (PWS, CDRL, QASP, SRD, etc.). Assist in evaluating OEM provided ECPs and other technical submittals to the government to

ensure technical requirements are met by documenting all findings in comprehensive CRMs and ensure proper adjudication of comments with appropriate Government offices. Participate in OEM program reviews, TIMs, requirements reviews, and other ad hoc meetings as may be required to ensure all contractual documents reflect a sound and comprehensive development program strategy. Manage technical requirements traceability and conduct requirements prioritization analysis.

3.1.3.2. Program Execution Support: Support GPS UE Pre & Post Preliminary Design Review (PDR) efforts by providing technical and management expertise in evaluating the Modular Open Systems Architecture (MOSA), Universal Navigation Interface (UNI), Multi-Platform Common Core M-Code EGI-M, Common Modular EGI Operational Flight Program (OFP) Baseline Development, and EGI-M Mission Upgrade Trade Studies against OEM PWS requirements, Technology Maturation and Risk Reduction (TMRR) objectives, and program strategies. Assist the government in assessing the OEMs progress in meeting programs TMRR planning efforts. Review the ongoing EGI-M trade study results and recommendations for robustness in meeting overall modernization efforts. Assess the OEM's experimental results using pre-production M-code receivers and assist the government in making risk reduction plans based on OEM results. Monitor and evaluate OEM results from the Engineering Study Assets (ESA) with pre-production M-Code receivers Legacy Codes (C/A and Y-Code) and M-Code to ensure no degradation in performance with Legacy Code capability due to receiver modernization while assessing the initial performance with M-Code. Manage/control receiver hardware/software configurations to limit configuration proliferation.

3.1.3.2.1. The contractor shall assist the government in assessing the EGI OEMs progress in meeting EGI Pre-Phase 1 planning efforts. The contractor shall review the OEMs trade study results and recommendations for robustness in meeting overall EGI modernization efforts. The contractor shall assess the OEMs results using pre-production M-code receivers and shall assist the government in making risk reduction plans based on OEM results.

3.1.3.2.2 The contractor shall assist the government in developing draft contractual documents for OEM follow-on phase 1 development efforts. Document support shall include statement of work, CDRLs, ICDs and System Requirements Document creation. The contractor shall assist the government in the technical evaluation of proposals from the EGI OEMs as a result of government request for proposal.

3.1.3.3. Technical Support:

3.1.3.3.1. Test & Evaluation: Provide expertise in development of Test and Evaluation Master Plan (TEMP). Use building block approach to ensure adequate testing from subassembly level to system level is planned coordinated. Ensure

combined testing is maximized for system level verification in Developmental Testing and Operational Testing at the Platform level. Review contractor test plans and procedures for compliance with overall program requirements, verification methods and the TEMP. Leverage experience from Navigation Warfare (NAVWAR) GPS/Navigation legacy testing to incorporate lesson learned into test approach. Provide experience in contractor test oversight and test execution at Ensure test execution according to test plans and procedures.

3.1.3.3.2. Platform, Weapons, GPS Integration: Support integration of GPS and Navigation subsystems into DoD multiservice platforms on predominantly fixed wing and rotor aircrafts. Ensure design, requirements and technical data items support air worthiness certification, security approvals (Authority to Operate) and Military Standard (MIL STD) 1553 messages. Review and verify Interface Control Documents (ICDs) between subsystems and platforms. Support Platform System Integration Lab (SIL) testing to ensure compliance with ICDs.

3.1.3.3.3. Open Architecture: Develop framework for open architecture to ensure faster integration into DoD platforms. Identify key interfaces and data flows and alternative navigation capabilities allowing faster updates to GPS and Navigation subsystem components in response to evolving threats and technology improvements. Provide expertise in hardware and software partitioning to minimize recertification efforts and regression testing on updated subsystems.

3.1.3.3.4. Position, Navigation & Timing: Support development of GPS and Navigation Subsystems. Accomplish technical review of contractor's requirements and designs to ensure platform performance is maintained or improved for PNT. Provide expertise in navigation and GPS systems.

3.1.3.3.5. Systems Engineering: Manage, document, and update Systems Requirement Document including Verification Cross Reference Matrix (VCRM) using Dynamic Object-Oriented Requirements System (DOORS). Use requirements prioritization system for trade decision during program execution. Support technical reviews (System Requirements Review (SRR), Preliminary Design Review (PDR), Critical Design Review (CDR), Functional Configuration Audit (FCA), etc.) for program. Ensure compliance with technical review exit and entry criteria.

3.1.3.3.6. Manufacturing Engineering: Evaluate contractor's manufacturing readiness. Prepare and Support Manufacturing Readiness Assessment (MRA) in support of program Production Readiness Review and Production Decision. Leverage experience from successful MRAs conducted on multiple Department of Defense development programs.

3.1.4. Receiver, Platform Integration: The contractor shall support receiver and platform integration efforts with DoD Aircraft customers to identify, track and resolve technical requirements and ensure an end to end solution.

3.1.4.1. Integration Working Group(s): Coordinate working group meetings. Plan, schedule, and create minutes and action items, track and close action items and report status monthly.

3.1.4.2. Aircraft Integration Scheduling: Coordinate with DoD Aircraft platforms to identify technical requirements and identify developmental and production receiver needs. Develop and maintain cross platform, receiver, and weapons integration master schedules. Develop, coordinate, and maintain an overall platform, receiver, antenna, and weapons roadmaps.

3.1.5. JSSMO S&A:

3.1.5.1. Trade Studies: Conduct engineering, and other, trade studies as required. Trade studies supported shall include as a minimum: (1) MAGR-2K-M Resiliency; (2) DAGR-M Acquisition Approaches; (3) Operational Safety, Suitability, and Effectiveness (OSS&E); (4) Military GPS User Equipment (MGUE) Source of Supply; (5) Trusted Foundry Requirements; (6) Open Architecture; (7) Antenna Anti-Jam/Anti-Spoof; (8) Alternative Navigation Capabilities on aircraft platforms; and (9) Antenna Modernization Acquisition Approaches

3.1.5.2. Logistics Support Analysis: Support efforts to resolve logistics shortfalls in existing JSSMO GPS receiver systems. Assist in the development of AF contractual documents and upgrade packages (ECPs) to address logistics shortfalls with the OEM's fielded capability. Evaluate OEM logistic assessments of obsolete parts, diminishing manufacturing sources, Re Test OK (RTOK) and other supportability items for existing fielded systems. Consider the impact of material, training and supply processes to mitigate current logistics challenges. Assess the robustness of existing system performance requirements in order to meet warfighter logistics needs. Develop acquisition options to address these issues in order to provide more logistically supportable systems to the warfighter.

3.1.6. Cybersecurity/Information Assurance (IA):

3.1.6.1. The contractor shall support the Cybersecurity JSSMO mission through the execution tasks associated to the integration of the Cybersecurity Risk Management Framework (RMF) into the system acquisition lifecycle. The JSSMO requires integrating cybersecurity activities into existing processes. System security architecture and data flows. Support analysis to in support of JSSMO systems in order increase capabilities to

protect, detect, react, and restore from adversary attacks. Support tasks associated to ensure the continued alignment of cybersecurity in the technical baselines, system security architecture, data flows, and design. Knowledge of the following DoD policies is required:

- Department of Defense Instruction (DoDI) 8510.01, Risk Management Framework (RMF) for DoD Information Technology (IT)
- DoDI 8500.01, Cybersecurity
- DoDI 5000.02, Operation of the Defense Acquisition System

3.1.6.2. The contractor shall assist in relevant tasks and assignments in support of the JSSMO Cybersecurity mission to meet statutory, regulatory, and system requirements, balancing lifecycle cost, schedule, system performance, risk, and system security.

3.2. CLIN 0002—Various Programs Support – OPTIONAL - FFP

3.2.1. CLIN 0002a - Contracting Support

3.2.1.1. Contractors will be responsible for providing administrative support services for contracting, in accordance with (IAW) applicable contracting and acquisition regulatory guidance. These efforts will serve to assist the Procuring Contracting Officer (PCO) with the acquisition process. The contractors cannot represent the Government in the acquisition process and they cannot obligate the government. Contractors must clearly identify themselves as a Contractor in their emails, documents, meetings and conversations. Only the PCO has the authority to make changes or commitments that affect price, quality, quantity, delivery or other terms and conditions of the contract. Tasks that are not within the scope of this PWS shall be brought to the attention of the PCO. The contractors shall assist the PCO in the acquisition process and satisfy performance objectives by performing the following tasks:

3.2.1.2. Review incoming Purchase Requests (PR) and military Interdepartmental Purchase Requests (MIPRs) for adequacy and completeness of documentation and availability of funds.

3.2.1.3. Document the official contract file folder (i.e.: Source Lists, Small Business (BC) Coordination, Sole Source Justification/Justification Approval document, Determination & Findings, Solicitations).

3.2.1.4. Assist in evaluating quotes/proposals, determining contractor responsibility, preparing contract award documents and distributing the contract to the appropriate individuals.

3.2.1.5. Maintain award data in the appropriate Database and perform queries for metric reporting on total dollars awarded, number of small business awards, total contract actions by month/quarter/year, etc. as requested. Also, the contractor shall track, monitor and review required CPARs.

3.2.1.6. Perform contracting administration to include, but not limited to, monitoring delivery schedules, following-up with contractors on delinquent deliveries, recommending "consideration" to the Contracting Officer for delinquent deliveries and preparing certificates for invoice submittals. The contractors shall perform quarterly reporting of DD-250, Individual Procurement Action Reports, to appropriate AFMC office(s) on all contracts greater than \$2,500.00.

3.2.1.7. Identify contracts for close out/retirement and entering data into required database(s). The contractors shall also assist in destroying classified/unclassified contract files after completion of applicable retention periods.

3.2.2. CLIN 0002b - Key Data Processor Loading & Installation Facility (KLIF) & Integrated Support Facility (ISF) Support The contractor shall assist the Government with sustaining the day-to-day operations in the KLIF and full operations program management responsibilities

3.2.2.1. The contractor shall assist the Government budgeting; cost accountability; supporting SMC/GPU for planning of KLIF phasedown in conjunction with MGUE ramp-up; and, overall KLIF performance (local and Mobile KLIF). This includes responsibility for systems engineering; configuration & data management, and technical management of workload performed. The contractor shall track incoming and outgoing product and assist in the programming of SAASM devices as defined by the customer. The contractor shall assist in the development and maintain required loading and Phase 1 software within the KLIF.

3.2.2.2. The contractor shall assist as needed in collecting and evaluating software-related requirements common to multiple GPS User Equipment.

3.2.3 – CLIN 0002c - Assured PNT Support

3.2.3.1. The contractor shall support AFLCMC/EZA by identifying disconnects in the USAF Assured PNT acquisition process, to include recommendations on establishing future Courses of Actions (COAs) relevant to identifying an overall development strategy. The contractor shall conduct fact finding and investigate current DoD level directives, and provide AFLCMC/EZA task options. Specific sub-objectives are identified below:

3.2.3.2. The contractor shall assist AFLCMC/EZA in data gathering and fact finding on Department of Defense (DoD), USAF and AFLCMC directives, instructions and organizational goals pertaining to Assured PNT planning, stand-up, implementation and execution.

3.2.3.3. The contractor shall research and conduct data gathering and fact finding on current and evolving threat capabilities that could degrade or deny PNT capabilities.

3.2.3.4. The contractor shall collaborate with AFLCMC/EZA to identify initiatives, strategies, investments, roadmaps, systems engineering activities, and COAs to provide Assured PNT capabilities in the future.

3.2.3.5. Roadmaps: The contractor shall review, participate and provide systems engineering support to AFLCMC/EZA and Program Office engineering personnel concerning Assured PNT tasks and actions and concerning the development of integrated roadmaps addressing Assured PNT, to include the interaction and interdependence of CNS/ATM, M-Code, ADS-B Out, and IFF Mk XII Mode 5 capabilities.

3.2.3.6. The contractor shall review, participate in and provide systems engineering support to AFLCMC/EZA and Program Office engineering personnel concerning efforts associated with GPS based navigation databases and data chain processes.

3.2.3.7. The contractor shall generate and develop documentation (point papers, briefings) of the fact finding assessment results, to include identification of follow-on task recommendations and development of a strategic roadmap.

3.2.3.8. Open System Architecture: The contractor shall assist in generating MOSA standards for use by EGI OEMs in their modernization for M-Code capability.

3.2.3.9. The contractor shall support AFLCMC/EZA by identifying disconnects in the USAF Assured PNT acquisition process, to include recommendations on establishing future COAs relevant to identifying an overall development strategy.

3.2.4. – CLIN 0002d - Weapons Integration with M-Code Capability

3.2.4.1. Strategic planning: The contractor shall support the government's efforts to develop and implement a common construct across GPS modernization activities. The Contractor shall conduct analysis and integration of GPS modernization activities across AFLCMC/WNY, and GPS Directorate MGUE planning and development, AFLCMC/EB portfolio GPS modernization, and AFLCMC/EZ Assured PNT development.

3.2.4.2. Identify Acquisition Strategies: The contractor shall complete an analytical assessment of various acquisition strategies for PEO Weapons platforms' GPS modernization. Strategies considered shall include looking at each weapon system individually as well as consideration of development and implementation of a common solution across the entire weapon portfolio. In the conduct of the analytical assessment the contractor shall work with the PEO Weapons Program Offices and contractor SMEs to identify unique program requirements, cost constraints for implementing different acquisition strategies (both development and life cycle), schedule, and risk inherent in each approach.

3.2.4.3. Perform Requirements Analysis: The contractor shall, in collaboration with PEO Weapons Program Offices and warfighter requirements SMEs, assess the required performance in the presence of GPS jamming of each munition. Considering launch platform(s), CONOPS, and projected threat scenarios the assessment shall determine the degree of GPS anti-jam capability required.

3.2.4.4. Identify Courses of Action (COAs): The contractor shall develop time-phased COAs addressing technology insertion opportunities, sources of funds, and roles and responsibilities that provide the best chance for success. Using Program Office projections of PEO Weapons programs modernization funding levels the contractor shall develop excursions to the courses of action to optimize capability insertion given candidate prioritization and available funds. The courses of action shall identify potential technology cut-in opportunities within the context of current and projected production lots. Each COA shall identify funding sources and address relevant roles and responsibilities.

3.2.4.5. Perform System of Systems Analysis: The contractor shall provide an analytical assessment of enabling infrastructure to ensure modernized GPS components are supportable when fielded. Analysis includes assessment of cost and schedule implications of modifications to encryption, Mission Planning Systems, and aircraft interfaces required to ensure upgraded munitions' GPS investment provides tangible operational capability improvements when fielded. Additionally, the contractor shall lay out a strategy for ensuring integration of munitions upgrade activities with those of the enabling systems.

3.2.4.6. Weapons Integration with M-Code Capability: The contractor shall support the government's efforts to develop and implement a common construct across GPS modernization weapons activities as it applies to weapons integration with M-Code capability. The Contractor shall conduct analysis and integration of GPS modernization activities across AFLCMC/WNY and the GPS Directorate MGUE planning and development, AFLCMC/EB portfolio GPS modernization, and AFLCMC/EZ Assured PNT

development. Contractor shall perform all the tasks under 3.2.4.1-2.4.5 for weapons integration.

3.3 CLIN 0003 – FFP Optional Support

The contractor shall include the required provisions for Optional support, as defined below, throughout the task order life cycle per the Request for Quote instructions, which includes the requirement for a lump sum CLIN 0003 Optional Labor allotment for Optional Labor support. It is anticipated that the workload will fluctuate, and surge support may be required based on fluid schedule requirements; therefore, the support will be obtained via the utilization of the CLIN 0003 Optional Labor CLIN. Such support may encompass the entire scope of work identified as CLIN 0001, Core Labor and CLIN 0002, Optional Program Support. To ensure maximum flexibility with respect to the CLIN 0003 Optional Labor, the contractor shall include a complete price list identifying the proposed hourly labor rates for all labor categories proposed to support CLINs 0001 and 0002 for the life of the task order. Such rates will be used as the pricing basis to negotiate applicable hourly rates for the Optional Labor, when/if needed. The actual time frame for the CLIN 0003 Optional Labor support negotiation and implementation will be dependent upon actual scheduling requirements. Exercising the optional labor requirements will be incorporated via a bilateral agreement to the task order.

3.4 CLIN 0004 – Labor Hour Surge: Surge accomplished under this CLIN can be to support CLIN 0001, CLIN 0002, CLIN 0003 and the additional tasks outlined below.

3.4.1. Advocacy Briefings & Taskers: Generate execution and advocacy briefings, bullet point papers or white papers to be presented to the Program Executive Officer (PEO), and higher headquarters, as required. Assist, as required, in WNYBC (JSSMO) coordination and briefing efforts to senior DoD leadership.

3.4.1.1. Workshop on Open Architectures & Guidance Assurance: The contractor shall conduct initial planning for a joint AFLCMC/WNYB and AFLCMC/EN workshop on open architecture benefits and impacts to GPS User Equipment (UE) systems. The contractor shall coordinate with AFRL, Aircraft programs, the AF PNT office and potentially with Army, USN and USCG offices for participation. The Contractor shall participate in the development of modular open systems standards and specifications for user equipment and aircraft interfaces to be implemented.

3.4.1.2. Advocacy Briefings: The contractor, as required, shall generate execution and advocacy briefings for presenting to Senior Leadership.. The briefs will be focused primarily on program execution and acquisition planning, comprehensive data set representing (with backups) all of the information from prior and current contractor efforts, and contain a subset of information with recommendations for implementation. Briefings shall constitute the final out brief and product of this TDP.

The contractor shall be available to assist as required in coordination and briefing efforts to DoD leadership.

3.4.2. Management Surge Capability and Rapid Response: Provide the ability to rapidly (in less than one business day) respond to short term, higher headquarters, taskers or to surge significant resources from multiple skill sets over a short term (1 week to 3 months). This surge or rapid response requires unique SME skill sets and on-call availability outside of the core on-site A&AS resources.

3.4.2.1. Subject Matter Expert (SME) Access

Periodically the Government will require access to off-site senior SMEs. Such SMEs are required to have past experience at the level indicated in at least one of the following areas and must be available immediately when required to support emergent Government needs:

- Acquisition Management (experience as a former Acquisition Category (ACAT) I or II Senior Material Leader (SML) or higher)
- Systems Engineering (experience as a former ACAT I / II Director of Engineering)
- Test & Evaluation (experience as former ACAT I / II Chief of Test or Test Pilot School Graduate)
- Contracting (experience as former ACAT I / II Contracting Officer)
- Avionics (experience as former ACAT I / II or higher Headquarters Avionics SME)
- Financial Management (experience as a former ACAT I/II or higher Headquarters)
- Logistics Management (experience as a Product Support Manager)
- Program Scheduler (experience in IMS development and interdependencies)
- Software Engineering, Cyber & IA Expertise

3.4.2.2. The contractor shall provide the SMEs in their staffing matrix and provide pricing per hour for the SMEs.

3.4.3. S&A Surge: The Government Contracting Officer's Representative (COR) will issue S&A tasks as required. S&A tasks will be directed through a Task Directive (TD). Contactor shall provide a Task Directive Plan (TDP) in response to each TD. The TDP will identify the approach for accomplishing the work, deliverables, schedule, and labor hours required.

3.4.4. Product Support Business Case Analysis (PS-BCA): Complete GPS User Equipment PS-BCA using a structured methodology to generate a document that aids decision making by identifying and comparing alternatives by examining the mission and business impacts (both financial and non-financial), risks, and sensitivities.

3.4.5. Manpower Analysis: Develop manpower estimates for WNYBC (JSSMO) to develop and acquire the PNT upgrades consistent with joint service, long-range Assured PNT objectives. Update and maintain the JSSMO resource assigned Integrated Master Schedule and associated manpower modeling worksheets/models to produce near-real time assessments of projected manpower needs and recommended courses of action. The manpower model shall provide a dynamic workforce management tool to allow rapid

support of fact-of-life changes and shall include schedule-based, estimated functional allocations (e.g. PM, EN, PK, FM, LG, etc.) for each supported project.

3.4.5.1. Generate Manpower Estimates for WNYBC JSSMO: The contractor shall continue developing manpower estimates for WYNBC (JSSMO) to provide continued POM inputs for manpower. The contractor shall use and update existing JSSMO manpower estimating tools, methods, and databases based on fact-of-life changes. The basis for the contractor manpower estimates is to draw analogies from other programs and account for differences and similarities (Complexity factors) with these other programs in order to provide an average estimate against all evaluated programs. Separately the contractor shall do discrete manpower builds based on each individual program as a check of the aggregate average. Additionally, the contractor shall estimate the functional allocation (e.g. PM, EN, PK, FM, LG, etc.) for each WYNBC JSSMO manpower excursion.

3.4.5.2. Provide all required documentation and analysis to be incorporated into yearly Agile Combat Support Directorate POM inputs, standard ACS manpower tools, or other tools as requested.

3.4.6. Configuration Management: Conduct studies and analysis to determine best approach to minimizing modernization programs configuration proliferation. Studies must consider the influence of platform OFP and modernization program plans and must be consistent with planned OSS&E approaches.

3.4.7. Data Rights: Conduct studies and analysis to determine the best approach to acquiring the necessary data rights to support the planned program strategies for long-term sustainment and upgrades. Consideration shall be given to the impact on future resiliency efforts and long term plan to return the technical baseline to the government.

3.4.8. Capability and Technology Roadmaps: Conduct studies and analysis to recommend long-term program capability roadmaps and technology insertion plans for all product lines. Consider DoD's 2015 PNT science and technology Roadmap, Industry Consortium efforts tied to alternative navigation capabilities, Section 2.3 Assured PNT of this PWS, or other relative areas where applicable.

3.4.8.1. Airborne/Handheld/Antenna Roadmap: Develop and maintain roadmaps for inserting planned and potential capabilities into the next generation of GPS antennas (to include antenna electronics), airborne and handheld GPS receivers. The roadmap shall be based on current plans for M-Code, ADS-B upgrades, beam forming antennas, with technology insertion on ramps. In addition to acquiring system capability and technology maturation plans from industry, conduct a preliminary cost assessment for

both development and production of a new MAGR-2K-M, EGI, and modernized beamforming antenna as a GPS system.

3.4.8.2. EGI, MAGR 2K M-Code upgrade and GPS antenna modernization Acquisition

Planning: Immediately after contract award, the contractor shall develop a cost benefit assessment study plan to outline the ground rules, assumptions, and approach for continued development of EGI, MAGR 2K, and GPS antenna modernization joint service roadmaps. This study plan shall be presented to the Air Force for concurrence approximately 30 days after award.

3.4.8.3. Future Planning: The contractor shall develop a roadmap for inserting planned and potential capabilities into the next generation EGI, MAGR 2K, and GPS antenna modernization. The roadmap shall be based on currently approved ACS Directorate PEO Acquisition Strategy Panel (ASP) for both MAGR-2K-M and EGI-M and a strategy to incorporate future GPS antenna modernizations. Concurrently the contractor shall develop questionnaires (for AF approval) and shall initiate customer surveys to capture the plans of Navy, USCG and Army aircraft programs. Additionally, the contractor may visit other locations as necessary to better understand upgrade plans for the GPS satellite and ground systems and customer requirements. The contractor shall also create a resource loaded Integrated Master Schedule including all users of the EGI, MAGR-2K-M, and GPS antenna systems showing planned aircraft OFP cycle upgrades. The purpose of this schedule is to show when key upgrades are to occur and what are the schedule options for upgrades based on aircraft OFP plans. In addition to acquiring system capability and technology maturation plans from industry the contractor shall visit current EGI, MAGR-2K-M, and GPS antenna contractors to understand their capabilities and plans for existing EGI, MAGR-2K-M, and GPS antenna systems. The contractor shall conduct a preliminary cost assessments for EGI, MAGR-2K-M, and GPS antenna systems.

3.4.9. Milestone Documents: Provide support in preparing necessary ACAT II/III milestone documents for appropriate modernization programs.

3.5 CLIN 05 – Travel

The Contractor shall also perform non-local travel in support of this contract, as required by the Government. The Government may authorize and require Contractor personnel to travel to participate in meetings, reviews, audits and other efforts as necessary to accomplish assigned tasks. This contract will require frequent travel to Wright Patterson AFB, OH, Eglin AFB, FL, Los Angeles AFB, CA and Robins AFB, GA. The COR, or other authorized representatives, shall have sole authority to approve non-local travel requests necessary to support performance. Travel required under this contract may include CONUS or OCONUS travel. Not later than 5 business days prior to the Contractor's estimated date of departure, the Contractor shall submit to the COR, via email, cost estimates for such travel and request travel approval. The Contractor shall ensure that the requested travel costs do not exceed the amount authorized in this task order. Joint Travel Regulations apply. The Contractor shall be responsible for all travel arrangements

including airline, hotel, and rental car reservations. The Contractor shall make every commercially reasonable effort to schedule travel far enough in advance to take advantage of reduced airfares. The Contractor shall stay in Government furnished lodging, if available. Travel will be accomplished under different CLINs with different types of funding. The contractor will need to be sure to annotate which CLIN the travel is supporting.

3.6 CLIN 06 – Other Direct Cost

The Contractor shall procure other direct costs as requested by the government program office. Examples of ODCs may include, but not be limited to: computers, copiers, VTC equipment and daily meeting room space that can host up to 25 people within 20 miles of the local office. Purchase from GSA Schedule is preferred. If item/service cannot be obtained from contractor's own GSA Schedule or that of another Schedule contractor, the following process must be utilized in order to receive reimbursement: Contractor shall receive three independent quotes for items/service prior to requesting Government approval. If three quotes cannot be obtained, contractor shall provide sufficient documentation substantiating the limited sources. Purchase shall not be made without both client COR and GSA COR approval. Contractor is limited to funds presently available and funded for ODC. Any purchases made that exceed the agreed upon and/or funded amount will not be reimbursed. ODCs will be purchased to support different CLINs with different types of funding. The contractor will need to be sure to annotate which CLIN the ODC is supporting.

4. QUALITY

Both the Contractor and the Government have responsibilities for providing and ensuring quality services, respectively.

4.1. Quality Control

The contractor shall establish and maintain a complete Quality Control Plan (QCP) to ensure the requirements of this contract are provided as specified in accordance with the applicable Inspection of Services Clause. The contractor shall make appropriate modifications (at no additional costs to the government) and obtain acceptance of the plan by the CO. The Government has the right to require revisions of the QCP (at no cost to the Government) should the incorporated plan fail to deliver the quality of the services provided at any time during the contract performance. The plan shall include, but is not limited to the following:

- A description of the inspection system covering all services listed.
- The specification of inspection frequency.
- The title of the individual(s) who shall perform the inspection and their organizational placement.
- A description of the methods for identifying, correcting, and preventing defects in the quality of service performed before the level becomes unacceptable.
- On-site records of all inspections conducted by the Contractor are required. The format of the inspection record shall include, but is not limited to, the following:
 - Date, time, and location of the inspection.
 - A signature block for the person who performed the inspection.
 - Rating of acceptable or unacceptable.
 - Area designated for deficiencies noted and corrective action taken.
 - Total number of inspections.

4.2 Quality Assurance

The Government will perform periodic reviews of the contractor's performance in accordance with the Government's Quality Assurance Surveillance Plan (QASP). The Government reserves the right to review services to be provided, including those developed or performed at the Contractor's facilities, to determine conformity with performance and technical requirements.

5. SERVICE DELIVERY SUMMARY

5.1. Service Delivery Summary

The following Service Delivery Summary (SDS) will guide overall performance of the contract. The following criteria will be used to determine if performance requirements are met.

Performance Standards	Performance Threshold	Incentive/Disincentive
TO Kickoff/Performance Start	<ul style="list-style-type: none"> Performance initiated within 3 business days of award unless otherwise indicated. Kickoff and requirements review completed within 5 business days of task order award unless otherwise agreed. 	<ul style="list-style-type: none"> Performance Assessment reflected in CPARS
Monthly Status Report, Meeting and Monthly Invoice	<ul style="list-style-type: none"> 100% complete with all required information. 100% accurate. Submitted no later than (NLT) 15th calendar day of month following the reporting period. 	<ul style="list-style-type: none"> Performance Assessment reflected in CPARS
Management/Administration	<ul style="list-style-type: none"> Post award contract concerns addressed timely and in writing to all necessary parties. 	<ul style="list-style-type: none"> Performance Assessment reflected in CPARS
Staff Quality and Continuity	<ul style="list-style-type: none"> Ensure qualified staffing and retention is maintained at 90% annually or better throughout the life of the contract. Position shall not be vacant for longer than 3 weeks to include vacations or illnesses. 	<ul style="list-style-type: none"> Performance Assessment reflected in CPARS

6. DELIVERABLES

6.1. Contractor Submission

Deliverables are to be transmitted with a cover letter, on the prime contractor's letterhead, describing the contents, electronically through GSA's web-based procurement system, ITSS, and to any other destination(s) as required per the Government's request. The contractor shall provide hard copy deliverables as required per the Government's request. All deliverables shall

be produced using recommended software tools/versions as approved by the Government. All reports shall be accomplished utilizing the MS Office Software Suite to include MS Project as required.

6.2. Government Review

Government personnel will have 10 workdays to review deliverables (to include resubmissions) and provide written acceptance/rejection. Government representatives and/or the applicable Contracting Officer Representatives (CORs) will notify the contractor of deliverable acceptance or provide comments in writing. The contractor shall incorporate Government comments, or provide rationale for not doing so within 5 days of receipt of comments. Government acceptance of the final deliverable will be based on resolution of Government comments or acceptance of rationale for non-inclusion. Additional changes volunteered by the contractor will be considered a resubmission of the deliverable.

6.3. Deliverable Rights

All information such as software, data, designs, test materials, documents, documentation, notes, records, software tools acquired, and/or software source code and modifications produced by the contractor under this PWS shall become the sole property of the U.S. Government, which shall have unlimited rights to all materials and determine the scope of publication and distribution. The contractor shall be required to deliver electronic copies of all documents, notes, records and software to the Government upon termination or expiration of the contract. The Government shall retain ownership of all proprietary information and intellectual property generated under this contract.

6.4. Transfer of Ownership

All data and documentation, including all studies, reports, spreadsheets, software, data, designs, presentations, documentation, etc., produced by the contractor or for the Government using this PWS are the property of the Government upon its taking possession of task deliverables or upon termination or expiration of the contract.

6.5. Monthly Status Report

The contractor shall provide a monthly status report, no later than the 15th calendar day of the month following the monthly reporting period, to be submitted simultaneously with the monthly invoice. Monthly status reports shall include, but is not limited to, the items identified below.

- Record resource hours and costs against government defined tasks to support accurate project cost accounting using government formats and tools.
- Status of tasks, schedules, deliverables. Status of tasks shall include a summary description and schedule of all tasks completed during the reporting period, all tasks currently on-going during the reporting period and all known tasks assigned for future reporting periods.
- Current and cumulative task funding status (direct labor and travel funding status to be reported separately as required)
- Outstanding issues, and proposed resolution approaches and actions to resolve any outstanding issues.

Joint Service System Management Office (JSSMO)
Aircraft Global Positioning System (GPS) User Equipment (UE) System Support
Performance Work Statement, AMD 1
11 May 17

- Staffing report identifying current staffing roster, all current vacancies, and a record of all staffing departures.
- The monthly invoice shall be submitted simultaneously with the monthly status report.

6.6. Other Reporting Requirements

In addition to the Deliverables identified above, the Contractor shall:

- Report to the COR as soon as possible any issue that may potentially affect performance under this contract;
- Document oral reports with written reports within 24 hours, when directed by the COR; and
- Provide, in writing to the COR, a report of any discussion with the Government that may potentially affect the terms or conditions of this contract, or may otherwise be construed as proposing amendments to or additional requirements under this contract.

6.7. Deliverable Matrix

All deliverables shall be provided in a format identified by the Government and delivered to the destinations identified by the Government. Deliverables without a pre-defined delivery schedule will have a delivery schedule defined at a later date that is mutually established by all applicable parties. Documentation provided in response to the PWS tasks shall be in the contractor's preferred format using standard Microsoft Office products (i.e., Word, Excel, PowerPoint, Access etc.).

Title	Description	Due Date
Monthly Status Report (MSR)	As per CLIN 001 and 6.5	Monthly – 15 th calendar day
Invoice	As per PWS paragraph 6.5	Monthly – 15 th calendar day
Kickoff Meeting Minutes	As per PWS paragraph 7.2	7 days after kickoff meeting
Meeting Minutes	Written documentation of meetings.	As Required
Project Specific Deliverables	Plans, Reviews, Assessments, Reports, etc.	As Required
GFI inventory	As per PWS paragraph	As required
Contractor Employee NDAs	Contractor Employee Nondisclosure Agreement (one for each employee assigned to work on this order)	Provided prior to employee start

Joint Service System Management Office (JSSMO)
Aircraft Global Positioning System (GPS) User Equipment (UE) System Support
Performance Work Statement, AMD 1
11 May 17

Staffing Matrix – for on site and proposed reach back	A complete and current list of contractor employees and the task/office/function they are supporting	Furnished at the kick-off meeting with an update furnished on or before the date of any personnel change.
Questionnaires and customer surveys	As per PWS para 3.4.8.3	As required

7. PERFORMANCE

7.1. General

Work is to be accomplished through the General Services Administration (GSA), Federal Acquisition Service (FAS), Great Lakes Region, through the contractor. Certification by the Government of satisfactory services provided is contingent upon the contractor performing in accordance with the terms and conditions of the contract, this document, the approved technical and cost quotes, and all amendments. The client's representative, GSA's representatives, and the contractor's representative(s) shall meet when deemed necessary at the client's request. The client representative, the GSA representatives, and the contractor's representative may meet at the place determined by the client representative and GSA representatives.

7.2. Kickoff Meeting

Within fifteen calendar days of the period of performance start date, the Contractor shall initiate work on this contract by meeting with key Client Agency representatives to ensure a common understanding of the requirements, expectations, and ultimate end products. The Contractor shall discuss the overall understanding of the project and review the background information and materials provided by the Client. Discussions will also include the scope of work, deliverables to be produced, how the efforts will be organized and conducted; assumptions made, expected and results. A concerted effort shall be made to gain a thorough understanding of the client agency expectations. However, nothing discussed in this or in any subsequent meetings or discussions between the Client and the Contractor shall be construed as adding, deleting, or modifying any requirements, including deliverable specifications and due dates. The Kickoff Meeting will be held at Robins, AFB. Within 7 calendar days after the Kickoff Meeting the contractor shall provide a copy with the meeting minutes. The minutes shall include at a minimum:

- Date and location of meeting
- Attendees
- Key problems and risks to the Government discussed
- Government and Contractor action items
- Any other relevant information that shall clarify the requirement and execution of the work under this order.
- Current Staff Matrix

7.3. Period of Performance

The period of performances will be a one year base and four one year options. The anticipated period of performance is below.

- Base Period: 18 Sep 17 through 17 Sep 18
- Option Period 1: 18 Sep 18 through 17 Sep 19
- Option Period 2: 18 Sep 19 through 17 Sep 20
- Option Period 3: 18 Sep 20 through 17 Sep 21
- Option Period 4: 18 Sep 21 through 17 Sep 22

7.4. Place of Performance

The Government estimates that work will be primarily accomplished at Wright Patterson AFB, Robins AFB, and Eglin AFB. Performance at the contractor site is authorized will be authorized a case by case basis. Please see attached matrix for number of estimated personnel at each location. On a case-by-case basis, if additional Government provided workspaces are available at other Government installations, performance at such locations may be authorized, upon mutual agreement of all parties. Reimbursement for local area travel shall not be authorized. The contractor will not be reimbursed for any travel costs associated with contractor personnel travelling to the required place of performance.

7.5. Meetings

The Contractor shall participate in the following meetings during the performance of this Task Order:

7.5.1. Monthly Status Meetings: The contractor shall, if requested by the Government, participate in monthly status meetings at a mutually agreeable time and place. During these meetings the Contractor shall provide, at a minimum, the following information:

- Accomplishments during the past month
- Problems and risks to the Government
- Planned actions for the coming month
- The contractor shall take minutes of these meetings and include them in the Monthly Status Report and the Monthly Technical Reports/Studies

7.5.2. Ad hoc Technical/Work Status Meetings: The contractor shall, if requested by the Government, participate in ad hoc technical meetings to discuss tasking, work progress, technical problems, performance issues, or other technical matters. These meetings shall occur at a time and place mutually agreed upon by the parties.

7.5.3. Contract Administration Meetings: The Contracting Officer (CO) may require the authorized Contractor representative to meet or participate in a teleconference with authorized government personnel as often as deemed necessary to discuss contract performance or administrative issues. The Contractor may also request a meeting with the CO when deemed necessary. The content of meetings shall be documented in writing. Minutes shall be agreed by both parties and shall be included in the government contract file.

7.6. Hours of Work

Hours of support can and will be dependent on specific customer requirements for assigned tasks. The contractor shall coordinate work schedules with the COR to ensure service requirements are met, Government personnel are available, and customer results are achieved. The FFP FTEs must have their core hours between the times 0600 and 1800.

7.7. Phase In/Phase Out Period

7.7.1. Phase In Period- The contractor shall conduct the phase in plan as provided in their quote.

7.7.2. Phase-Out period- The phase out period will be prior to the expiration of the task order. The contractor shall perform the following activities for the phase-out period:

- Ensure all services and performance objectives required by the PWS and Task Order PWS's are met throughout the phase-out period
- Establish procedures with the successor to ensure transition of provided services without a degradation of service
- Provide the successor with copies of all instructions, records, databases, contract performance metric data, vendor points of contact, and all other procedures developed by the contractor in the performance of this contract

8. COMMUNICATION

8.1. General Communication

Regular and direct Contractor interface with the COR is mandatory under this contract. The Contractor shall not contact nor take direction from unauthorized Government representatives, under any circumstances. When meetings are scheduled, any actions resulting from such meetings that affect the contract, shall be documented and reported to the COR and the Contracting Officer (CO), as appropriate, for approval before being implemented by the Contractor.

8.2. Identification

All contractor personnel shall be required to wear picture identification badges so as to distinguish themselves from Government employees. When conversing with Government personnel during business meetings, over the telephone or via electronic mail, contractor personnel shall identify themselves as such to avoid situations arising where sensitive topics might be better discussed solely between Government employees. Contractors shall identify themselves on any attendance sheet or any coordination documents they may review. Electronic mail signature blocks shall identify their company affiliation. Where practicable, contractor occupying collocated space with their Government program customer should identify their work space area with their name and company affiliation.

9. PERSONNEL

9.1. General Requirements

All contractor employees shall meet the minimum general requirements listed below.

- Minimum 7 years relevant experience for non-SME positions
- Minimum 15 years relevant experience for SME positions
- All contractor personnel shall be capable of working independently.

- Strong written and oral communication skills in the English language. All contractor employees must be able to read, write, speak and understand English.
- Contractor personnel performing in a leadership capacity shall be capable of directing contractor personnel and interfacing with the Government and customers.
- Exceptional customer service skills.
- Strong time-management and prioritization skills.
- Ability to communicate applicable technical subject matter expertise to management and others.

9.2. Limitations on Contractor Performance

The Contractor shall not perform the following functions in connection with the services provided under this delivery order.

- Approve, decide, or sign as a Contracting Officer;
- Negotiate with Air Force suppliers;
- Accept or reject supplies or services;
- Determine acquisition, disposition, or disposal of Government property;
- Direct other contractor or Government personnel;
- Determine cost reasonableness, allowability, or allocability;
- Vote on a source selection board;
- Supervise government personnel;
- Approve Government requirements or plans;
- Determine government policy.

9.3. Training

9.3.1. Contractor Staff Training

The Contractor shall provide fully trained and experienced support staff for performance of the task order. Contractor personnel are required to possess the skills necessary to support the minimum requirements of the labor category under which they are performing. Training of contractor personnel shall be performed at the Contractor's expense, except when the Government changes the requirements during performance of an on-going task and it is determined to be in the best interest of the Government. This will be negotiated on a case-by-case basis. Training at Government expense will not be authorized for replacement personnel nor for the purpose of keeping Contractor personnel abreast of advances in the state-of-the-art, or for training Contractor employees on equipment, computer languages, and computer operating systems that are available in the commercial market.

9.3.2. Mandatory Government Training

Mandatory Government training shall be tracked and monitored. All required courses must be completed by the required dates by all contract employees. Mandatory government training classes may be completed during work hours. It is the intent of the Government to provide 30 calendar days written notice of annual training requirements to the Contractor's Program Manager. The Program Manager will be responsible for notifying subordinate contractor employees. In the event the contractor does not receive a 30 calendar day notice, the contractor is still required to complete the training by the specified required date(s).

9.3.4. Key Positions / Key Personnel

Key personnel are personnel proposed to perform in key positions. Key positions are those deemed essential for successful contractor accomplishment of the work to be performed.

The contractor shall not divert key personnel to other projects or replace them without receiving prior authorization from the CO. The Government retains the right to review initial/replacement candidates, and recommend replacement in the event of non-performance.

The contractor is responsible for identifying key positions, as applicable, within the contractor's staffing plan (i.e. contractor identified key positions above and beyond the Government's identified requirements).

9.3.5. Personnel Retention and Recruitment

The Contractor shall make every effort to retain personnel in order to ensure continuity until contract completion. If it should become necessary to substitute or replace personnel, the Contractor shall immediately notify the COR in writing of any potential vacancies and shall submit the resume(s) of replacement personnel within 14 calendar days of the notification. Additionally, for all new positions identified by the Government, the Contractor shall submit the resume(s) of proposed personnel within 14 calendar days of the Government's initial request. The Contractor shall submit the resume(s) of all potential personnel selected to perform under this contract to the COR through email, or any other process means identified/required, for Government review and acceptance/rejection. Upon Government acceptance of a personnel resume(s), the candidate shall be available to begin performance within 14 calendar days. The contractor shall ensure continuity of operations during periods of personnel turnover and long-term absences. This may necessitate the use of temporary employees to fill short term gaps between permanently assigned employees. Long-term absences are considered those longer than one week in duration.

9.3.6. Staff Matrix

The Contractor shall furnish a complete and current list of contractor and subcontractor employees who are assigned to work under this contract / order. The matrix shall include the staffing chart showing the name of each employee, his or her position in the staffing plan, job title, and the Government's task/office/function they are supporting. The lines of authority and responsibility of each staff member shall also be made clear to the Government. The matrix shall be updated with each change in personnel, job title, position in the staffing plan, or assignment of area of responsibility.

10. GOVERNMENT FURNISHED PROPERTY/INFORMATION/ACCESS

10.1. General

The Government shall provide, without cost, the facilities, equipment, materials and services listed below. The Government furnished property and services provided as part of this contract shall be used only by the contractor only to perform under the terms of this contract. No expectation of personal privacy or ownership using any Government electronic information or communication equipment shall be expected. All property at Government work sites, except for contractor personal items will be assumed to be government property unless an inventory of contractor property is submitted and approved by the CO/COR. Contractor personal items do not include computers, external drives, software, printers, and/or other office equipment (e.g., chairs, desks, file cabinets). The contractor shall maintain an accurate inventory of Government furnished property.

10.2. Facilities

The Government will provide facilities at the authorized primary work locations as specified below. Use of the facilities by contractor employees will include all utilities, telephone, janitorial services and furniture for contractor employees performing tasks. The Government will provide the contractor access to buildings as required, subject to the contractor's employees obtaining the required clearances and approvals.

10.3. Equipment at Authorized On-Site Federal Work Locations

- The Government will provide the following at authorized on-site Federal work locations:
- A suitable work environment (i.e., telephone, office space and furniture). Office space may include a private or shared cubicle, hoteling space (space reserved for temporary use), or other such space suitable for the work required.
- A personal desk top computer or laptop and auxiliary hardware and software required in the performance of the contract.
- Network connectivity required to perform work assignments. Network and computer access rights commensurate with work assignments.
- The Government will replace items that are determined to be beyond economical repair by the COR unless damage or loss is determined to be due to contractor negligence.

10.4. Facilities and Equipment at Remote Work Locations

When work from a remote location is authorized by the COR, the contractor will not be reimbursed for costs associated with remote connectivity from cell phones, Wi-Fi access or Internet connection.

The contractor shall be responsible for ensuring the contractor employee has an adequate and safe office space that sufficiently protects Government equipment and information from loss, theft or unauthorized access. The contractor's telework agreement, given a minimum of 24 hours of advanced notice, shall allow periodic inspections of the alternate work location can be undertaken. The purpose of the inspection is to ensure proper control and maintenance of Government-owned property and worksite conformance with safety standards and other specifications.

10.5. Materials

The Government shall furnish basic reference manuals, and any revisions, updates, and changes thereto for use by the contractor necessary to perform work assignments under the contract.

10.6 Validation of Government Furnished Items (GFI) and Contractor ODC Inventory

The contractor shall develop and maintain a complete GFI and ODC inventory that shall be made available to the Government upon request. Within three (3) work days of receipt of any GFI, the contractor shall validate the accuracy of the materials and notify the COR, in writing, of any discrepancies.

NOTE: Validation shall consist of the Contractor checking for physical and logical completeness

and accuracy. Physical completeness and accuracy shall be determined when all materials defined as Government furnished are provided. Logical completeness and accuracy shall be determined when all materials defined and associated with a program, system, or work package are provided.

10.7. Use of Government Property

10.7.1. Desk Telephones

Government telephones are provided for use in conducting official business. Contractor employees are permitted to make calls that are considered necessary and in the interest of the Government. The contractor shall follow the same policies as Government personnel for telephone usage.

10.7.2. Electronic Mail (E-mail)

All Government e-mail access and use by contractor employees shall be in support of the individual's official duties and task responsibilities. All information that is created, transmitted, received, obtained, or accessed in any way or captured electronically using Government e-mail systems is the property of the Government. Contractor employees shall have clear identification in their e-mail signature block that identifies themselves as contractor employees. Contractor employees are prohibited from forwarding e-mail generated from a Government provided e-mail account to personal mobile devices.

10.7.3. Copiers

Copiers are to be used to copy material for official Government business only in the performance of the tasks in this contract.

10.7.4. Fax Machines

Contractor employees shall not use fax machines for other than official Government business in the performance of the tasks in this contract.

10.7.5. Computer and Internet

All Internet and electronic media access accomplished by contractor employees (utilizing Government furnished equipment) shall be for official Government business in the performance of the tasks in this contract.

10.7.6. Canvassing, Soliciting, or Selling

Contractor employees shall not engage in private activities for personal gain or any other unauthorized purpose while on Government-owned or leased property, nor may Government time or equipment be utilized for these purposes.

10.7.7. Security Violations Using Government Equipment

Any contractor violating Government security policies, guidelines, procedures, or requirements while using Government equipment or while accessing the Government network may, without notice, have their computer and network access terminated, be escorted from their work location, and have their physical access to their work location

removed at the discretion of the CO/COR. The CO/COR will notify the contractor of the security violation and request immediate removal of the contract employee.

11. SECURITY

11.1. Tier 1 Security Investigation

Contract employees will need a favorable Tier 1 Security Investigation, formerly NAC (National Agency Check) & NACIC (National Agency Check Plus Inquiries and Credit Check), to obtain access to Government information systems, sensitive information, or any equipment not involving access to classified information. Commanders may recommend to the Designated Approving Authority (DAA) that interim Automated Information System (AIS) access be granted. Commanders may waive, on a case by case basis, the investigative requirements for access to AIS pending completion of a favorable Tier 1 Security Investigation or Single Scope Background Investigation (SSBI), after favorable review of the completed personnel security questionnaire for the investigation. The contract employee will need to submit a DD form 2875, SAAR and/or a DD Form 2842 PKI Certificate of Acceptance and Acknowledgement of Responsibilities to obtain AIS access.

11.2. Security Clearance

Any task under this contract may involve the Contractor having access to and/or safeguarding For Official Use Only (FOUO), Confidential, Secret, TOP SECRET, and any other classified information/material. Contractor personnel must be able to meet the specific security requirements identified under the contract. Depending on task assignments contractor employees may be required to have up to a Top Secret clearance, SCI eligible. All contractor employees must possess an active Secret security clearance at a minimum. The Government will issue a DD Form 254, "Contract Security Classification Specification". The contractor shall be required to have a TOP SECRET facility clearance. Depending on task assignments, Contractor employees may be required to have up to a Top Secret clearance and be SCI eligible. All TOP SECRET clearances require an investigation current within the last five years. All contractor employees must possess an active Secret security clearance at a minimum. No TS/SCI products or CDRLs shall be developed or stored at the contractor's facilities. The staffing matrix identifies which positions will need top secret clearance. .

The DD Form 254 will govern the security requirements of this requirement and provides specific instructions for security guidance. Government furnished data and information generated by the Contractor as a result of performing tasks may be sensitive or classified. The Contractor shall be required to handle all sensitive and classified information in a secure manner, in accordance with prescribed security procedures and regulations.

11.3. Local Security Requirements

The Contractor shall be responsible for assuring all employees comply with security requirements imposed by the local commander at all times while contract employees are on the installation and shall follow instructions of the local organizational commander or representative pertaining to security. Contractor personnel shall be required to have the appropriate level of investigation and/or security clearance prior to the performance of duties in support of this contract.

11.4. Common Access Card (CAC)

The contractor shall complete a Request for Identification Credential or Common Access Card (CAC) for each employee requiring access to Government domain network access. The request shall be submitted to the PMO Security Manager (SM) or the SAF/FMFS Security Office who will notify the contractor of the current procedure for obtaining a CAC and the governing regulations and policies. For employees not requiring a CAC but requiring access to Government computer or network resources, the contractor shall obtain valid, DoD-approved alternative forms of the Public Key Infrastructure (PKI) certificate or external certification authority (ECA). The CAC will be provided by the government at the local CAC issuance authority. Contractor CAC badges shall be worn and displayed at all times. In addition, the Contractor employee shall identify themselves as Contractor employees in E-mails, telephone usage, correspondence, meetings, etc. If a contract employee leaves the contract for any reason the contract company has 7 business days to return the CAC to the local Government Security Office.

11.5. In-Processing Requirements

For those contractor employees requiring access to Government work sites, the company's Facility Security Officer (FSO) or the Contractor's Contract Manager (or alternate) shall complete a Visit Authorization Request (VAR) and submit it to the appropriate office. The VAR shall include each contractor employee's full name and social security number. Upon in-processing, the contractor must submit a Defense Department (DD) Form 2875, System Authorization Access Request (SAAR) to the Government PM for signature. Part III of the initial and final DD Form 2875 must be completed by the SM. The Contractor must have at a minimum a favorable Tier 1 Security Investigation or an Interim Access Risk Acceptance Waiver signed prior to receiving a CAC and obtaining system access. Once a VAR has been submitted to the SAF/FMFS (WP) SM, the COR will coordinate the in-processing for the individual Contractor personnel through the appropriate security personnel. Point of Contact information for the COR is provided to the Contractor by CO Letter of COR Designation at the time of contract award.

11.6. Dissemination of Information

The Contractor shall implement and enforce strict confidentiality of the information/data that it is provided by the Government during the performance of the contract. The Government has determined that the information/data that the Contractor will be provided during the performance of the contract is of a sensitive nature.

11.7. Disclosure

Disclosure of the information/data, in whole or in part, by the Contractor can only be made after the Contractor receives prior written approval from the CO. Whenever the Contractor is uncertain with regard to the proper handling of information/data under the task order, the Contractor shall obtain a written determination from the CO.

11.8. Protection

The Contractor shall not release, publish, or disclose sensitive information to unauthorized personnel, and shall protect such information in accordance with provisions of the following laws and any other pertinent laws and regulations governing the confidentiality of sensitive information:

- 18 U.S.C. 641 (Criminal Code: Public Money, Property or Records)
- 18 U.S.C. 1905 (Criminal Code: Disclosure of Confidential Information)
- Public Law 96-511 (Paperwork Reduction Act)

11.9. Contractor-Employee Non-Disclosure Agreements

Due to the sensitive nature of the data and information that may be worked with on a daily basis, all Contractor personnel assigned to the Tasks may be required to complete a Government provided non-disclosure statement prior to performing the tasks on the contract. The agreement will ensure the information that is considered sensitive or proprietary is not compromised. Signed non-disclosure statements shall be provided to the COR.

11.10. Safeguards

Given the nature of Advisory and Assistance service, it is imperative that safeguards be in place to ensure procurement integrity and Government functions are maintained. Individuals performing under an Advisory and Assistance contract often have advanced knowledge of requirements and the procurement of those requirements (development, design, analysis, etc.). Contractors performing under an Advisory and Assistance Service contract are authorized to make decisions, identify and develop requirements, and evaluate third party solutions, within the terms of the PWS. Information generated in the performance of the Advisory and Assistance contract services is not to be released or reviewed outside the Governmental sphere.

11.11. Physical Security

Contractor employees shall comply with base Operations Plans/instructions for Force Protection Conditions (FPCON) procedures, Random Antiterrorism Measures (RAMS) and local search/identification requirements. The Contractor shall safeguard all Government property. At the close of each work period, Government training, equipment, facilities, support equipment, and other valuable materials are to be secured.

11.12. Access Control

The Contractor shall implement control procedures to ensure common access cards issued by the Government are properly safeguarded and not used by unauthorized personnel.

12. ADMINISTRATIVE CONSIDERATIONS.

12.1. Points of Contact

To be identified after contract award.

12.2. Procedures for Payment

12.2.1. Submission

Invoices are due no later than the 15th calendar day of the month following the reporting period. The contractor shall submit the invoices and supporting documents, through ITSS simultaneously with the Monthly Status Report (as an acceptance item) to allow the client and the COR to electronically accept and certify services received by the client

representative. The contractor is authorized to invoice only for the services and travel ordered by GSA and provided in direct support of the contract.

12.2.2. Non-Compliance

to comply with the procedures outlined may result in payment being delayed at no additional cost to the Government.

12.3. Personal Service

The client determined that use of the GSA requirements contract to satisfy this requirement is in the best interest of the Government, economic and other factors considered, and this contract is not being used to procure personal services prohibited by the Federal Acquisition Regulation (FAR) Part 37.104 titled "Personal Services Contract". The Contractor agrees that this is a non-personal services contract. The Contractor is not, nor shall it hold itself out, to be an agent or partner of, or joint venture with, the Government.

The Contractor agrees that his/her personnel shall neither supervise nor accept supervision from Government employees. The Government will not control the method by which the contractor performs the required tasks. Under no circumstances shall the Government assign tasks to, or prepare work schedules for, individual contractor employees. It shall be the responsibility of the contractor to manage its employees and to guard against any actions that are of the nature of personal services, or give the perception of personal services. If the contractor feels that any actions constitute, or are perceived to constitute personal services, it shall be the contractor's responsibility to notify the Contracting Officers immediately. These services shall not be used to perform work of a policy/decision making or management nature, i.e., inherently Governmental functions. All decisions relative to programs supported by the contractor shall be the sole responsibility of the Government.

Additionally, the Contractor shall take the following steps to preclude performing, or perception of performing "Personal Services" as stipulated in FAR 37.114(c).

- When answering the phone, Contractor employees shall identify themselves as employees of the firm for which they work, as well as giving other information such as their name or the government office they support.
- Contractor employees shall wear badges that clearly identify them as Contractor employees, in accordance with established Air Force badge requirements. The badge shall be worn on the outermost garment between the neck and waist so badge is visible at all times.
- Name plaques shall be placed at Contractor employees' work area (cubical or office) that clearly identify them as Contractor employees. The plaques shall be placed in a clearly visible location so they can be seen by all visitors and associated government employees.

12.4. Section 508

The Contractor shall meet the requirements of the Access Board's regulations at 36 CFR Part 1194, particularly 1194.22, which implements Section 508 of the Rehabilitation Act of 1973, as amended. Section 508 (as amended) of the Rehabilitation Act of 1973 (20 U.S.C. 794d) established comprehensive requirements to ensure: (1) Federal employees with disabilities are able to use information technology to do their jobs, and (2) members of the public with disabilities who are seeking information from Federal sources will be able to use information technology to access the information on an equal footing with people who do not have disabilities.

Joint Service System Management Office (JSSMO)
Aircraft Global Positioning System (GPS) User Equipment (UE) System Support
Performance Work Statement, AMD 1
11 May 17

1. INTRODUCTION/BACKGROUND

The Air Force Life Cycle Management Center Joint Service System Management Office (JSSMO) (AFLCMC/WNY) develops, tests, and sustains Global Positioning System (GPS) User Equipment (UE) systems to provide precise position, navigation and timing information to a variety of Department of Defense (DoD) weapon systems. These systems include but are not limited to the Miniaturized Airborne GPS Receiver (MAGR) 2000, Embedded GPS/Inertial Navigation System (EGI), Defenses Advance GPS Receiver (DAGR), GPS Antenna System (GAS-1), Advanced Digital Antenna Production System (ADAP), GPS Antennas, Antenna Electronics (AE), and alternative navigation capabilities. Many of these systems are undergoing significant modernization efforts to respond to new threats, improve supportability, improve long-term resiliency, and adopt new open architecture standards. Modernization efforts are underway for both the MAGR-2K and the EGI receiver systems with both programs still in early research and development design phases in support of aircraft modernization efforts.

2. SCOPE

This work scope provides Contractor Support Services and Studies and Analysis (S&A) to the GPS UE Systems, and Assured Position, Navigation, and Timing (PNT) and related programs.

This requirement will provide support services including, but not limited to, rapid response modernization acquisition and sustainment planning; program startup planning; manpower analysis; sustainment and production support; Foreign Military Sales future planning; Qualification Test & Evaluation (T&E) support; PNT systems, platform and weapons integration; planning and standards development; implementation of open architecture tenants and guidance assurance workshops; alternative navigation application development and integration; development of senior leader advocacy briefings; assured PNT engineering support; cybersecurity; information Assurance; Resiliency and Software Assurance Modifications (RSAM) and aircraft, weapons and GPS receivers and user equipment acquisition integration and planning in support of PNT. The scope of services for this contract is to provide the services outline in the descriptions below.

3. SPECIFIC TASKS

3.1 CLIN 0001 – Strategic Planning & Program Execution – Firm Fixed Price

3.1.1 Senior Program Management Support

Upon award, the Contractor shall designate one (1) individual to serve as the overall Contractor Program Manager (PM) for the entire task order. The PM shall be responsible for serving as the coordinating single point of contact between the Contractor and Government and hold a Top Secret clearance. This individual shall be responsible for overall management direction and general support and coordination to the COR and Government staff, as needed. The PM shall be fully authorized to manage the activities of Contractor and third-party Contractors needed to meet the contract requirements, providing a corporate escalation path for issues that may arise. They will provide both a monthly and an annual report summarizing program accomplishments and overall deliverables. This

Joint Service System Management Office (JSSMO)
Aircraft Global Positioning System (GPS) User Equipment (UE) System Support
Performance Work Statement
03 May 17

individual must be available for the duration of the contract and provide the Monthly Status Report (MSR) as detailed below. In addition to the overall PM, the contractor shall provide three additional senior program managers (one under CLIN 01 and two at each site under the Optional Support CLIN if exercised) to manage the activities under the individual programs. All Program Managers shall have PM level 3 PMP and in depth knowledge of GPS programs and the PWS tasks.

3.1.1.1. Project Management: Manage several concurrent pre-award, modernization, production, and sustainment projects with multiple milestone events and S&A tasks. Assign to an on-site A&AS task lead as long as the project complexity can be adequately managed without interfering with routine duties. Manage complex assigned projects; ensure the highest quality standards are met for all deliverables. Identify and mitigate risks. Manage resources (people, costs, risks) to ensure effective and efficient use of all on-site or off-site contractor resources.

3.1.1.2. Workforce Management: Develop manpower estimates for WNYBC (JSSMO) to develop and acquire the PNT upgrades consistent with joint service, long-range Assured PNT objectives. Update and maintain the JSSMO resource based Integrated Master Schedule and associated manpower modeling worksheets/models to produce near-real time assessments of projected manpower needs and recommended courses of action. The manpower model shall provide a dynamic workforce management tool to allow rapid support of fact-of-life changes and shall include schedule-based, estimated functional allocations (e.g. Program Manager (PM), Engineering (EN), Contracting (PK), Finance (FM), Logistics (LG), etc.) for each supported project.

3.1.2. Production and Sustainment Support. Provide sustainment logistical, program management, acquisition planning and sustainment engineering support ensuring fleet readiness.

3.1.2.1. Acquisition Support: Develop market research plans and support market research analysis. Develop and staff Early Strategy & Issues Session (ESIS) and Acquisition Strategy Plan (ASP) strategies for new production and sustainment delivery order contracts. Conduct risk analysis and document the results. Assist the Government in developing overall program risk reduction plans. Develop program/project cost estimates. Develop and manage program/project integrated master schedules that are resource loaded. Develop technical contract requirements documents for new OEM contractual documents (Performance Work Statement (PWS), Contract Data Requirements List (CDRL), Quality Assurance Surveillance Plan (QASP), System Requirement Document (SRD), etc.). Assist in evaluating OEM provided Engineering Change Proposals (ECPs) and other technical submittals to the government to ensure technical requirements are met by documenting all findings in comprehensive Comment Resolution Matrix's (CRMs) and ensure proper adjudication of comments with

appropriate Government offices. Participate in OEM program reviews, Technical Interchange Meetings (TIMs), requirements reviews, and other ad hoc meetings as may be required to ensure all contractual documents reflect a sound and comprehensive production & sustainment strategy.

3.1.2.2. Sustainment Engineering: Provide engineering and technical support to Failure Analysis, Deficiency Reports, Diminishing Manufacturing Sources and Material Shortages, and Product Improvements. Evaluate failures and accomplish trend analysis for field failures, review and evaluate deficiencies reported and resolve as required. Monitor and identify solutions/replacements for part obsolescence. Identify improvements as required for service life extension, technology refresh, and product modernization. Monitor field items to ensure Operational Safety, Suitability and Effectiveness of systems are maintained.

3.1.2.3. JSSMO Logistics Support Analysis: The contractor shall support Air Force efforts to resolve logistics shortfalls in existing GPS user equipment. The contractor shall assist in the development of AF contractual documents and upgrade packages (ECPs) to address logistics shortfalls with the GPS UE OEMs fielded capability. The contractor shall assist in the evaluation of OEM response to these ECPs. The contractor shall evaluate OEM logistic assessments of obsolete parts, diminishing manufacturing sources, Re Test OK (RTOK) and other supportability items for existing fielded EGI systems. The contractor shall consider the impact of material, training and supply processes to mitigate current logistics challenges. The contractor shall assess the robustness of existing system performance requirements in order to meet warfighter logistics needs. The contractor shall recommend revised performance requirements where needed. The contractor shall recommend enhanced approaches to test demonstrations to better meet warfighter logistics needs. The contractor shall develop acquisition options to address these issues in order to provide more logistically supportable systems to the warfighter.

3.1.3. Acquisition Planning & Support: The contractor shall provide acquisition planning and program support for the modernization programs.

3.1.3.1. Acquisition Planning: Develop acquisition milestone documents to support Acquisition Category (ACAT) II & III Milestone entry at the appropriate decision points. Develop market research plans and support market research analysis. Develop and staff ESIS and ASP strategies. Conduct risk analysis and document the results. Assist the Government in developing overall program risk reduction plans. Develop program/project cost estimates. Develop and manage program/project integrated master schedules with resource loading. Develop technical contract requirements documents for new OEM contractual documents (PWS, CDRL, QASP, SRD, etc.). Assist in evaluating OEM provided ECPs and other technical submittals to the government to

ensure technical requirements are met by documenting all findings in comprehensive CRMs and ensure proper adjudication of comments with appropriate Government offices. Participate in OEM program reviews, TIMs, requirements reviews, and other ad hoc meetings as may be required to ensure all contractual documents reflect a sound and comprehensive development program strategy. Manage technical requirements traceability and conduct requirements prioritization analysis.

3.1.3.2. Program Execution Support: Support GPS UE Pre & Post Preliminary Design Review (PDR) efforts by providing technical and management expertise in evaluating the Modular Open Systems Architecture (MOSA), Universal Navigation Interface (UNI), Multi-Platform Common Core M-Code EGI-M, Common Modular EGI Operational Flight Program (OFP) Baseline Development, and EGI-M Mission Upgrade Trade Studies against OEM PWS requirements, Technology Maturation and Risk Reduction (TMRR) objectives, and program strategies. Assist the government in assessing the OEMs progress in meeting programs TMRR planning efforts. Review the ongoing EGI-M trade study results and recommendations for robustness in meeting overall modernization efforts. Assess the OEM's experimental results using pre-production M-code receivers and assist the government in making risk reduction plans based on OEM results. Monitor and evaluate OEM results from the Engineering Study Assets (ESA) with pre-production M-Code receivers Legacy Codes (C/A and Y-Code) and M-Code to ensure no degradation in performance with Legacy Code capability due to receiver modernization while assessing the initial performance with M-Code. Manage/control receiver hardware/software configurations to limit configuration proliferation.

3.1.3.2.1. The contractor shall assist the government in assessing the EGI OEMs progress in meeting EGI Pre-Phase 1 planning efforts. The contractor shall review the OEMs trade study results and recommendations for robustness in meeting overall EGI modernization efforts. The contractor shall assess the OEMs results using pre-production M-code receivers and shall assist the government in making risk reduction plans based on OEM results.

3.1.3.2.2 The contractor shall assist the government in developing draft contractual documents for OEM follow-on phase 1 development efforts. Document support shall include statement of work, CDRLs, ICDs and System Requirements Document creation. The contractor shall assist the government in the technical evaluation of proposals from the EGI OEMs as a result of government request for proposal.

3.1.3.3. Technical Support:

3.1.3.3.1. Test & Evaluation: Provide expertise in development of Test and Evaluation Master Plan (TEMP). Use building block approach to ensure adequate testing from subassembly level to system level is planned coordinated. Ensure

combined testing is maximized for system level verification in Developmental Testing and Operational Testing at the Platform level. Review contractor test plans and procedures for compliance with overall program requirements, verification methods and the TEMP. Leverage experience from Navigation Warfare (NAVWAR) GPS/Navigation legacy testing to incorporate lesson learned into test approach. Provide experience in contractor test oversight and test execution at Ensure test execution according to test plans and procedures.

3.1.3.3.2. Platform, Weapons, GPS Integration: Support integration of GPS and Navigation subsystems into DoD multiservice platforms on predominantly fixed wing and rotor aircrafts. Ensure design, requirements and technical data items support air worthiness certification, security approvals (Authority to Operate) and Military Standard (MIL STD) 1553 messages. Review and verify Interface Control Documents (ICDs) between subsystems and platforms. Support Platform System Integration Lab (SIL) testing to ensure compliance with ICDs.

3.1.3.3.3. Open Architecture: Develop framework for open architecture to ensure faster integration into DoD platforms. Identify key interfaces and data flows and alternative navigation capabilities allowing faster updates to GPS and Navigation subsystem components in response to evolving threats and technology improvements. Provide expertise in hardware and software partitioning to minimize recertification efforts and regression testing on updated subsystems.

3.1.3.3.4. Position, Navigation & Timing: Support development of GPS and Navigation Subsystems. Accomplish technical review of contractor's requirements and designs to ensure platform performance is maintained or improved for PNT. Provide expertise in navigation and GPS systems.

3.1.3.3.5. Systems Engineering: Manage, document, and update Systems Requirement Document including Verification Cross Reference Matrix (VCRM) using Dynamic Object-Oriented Requirements System (DOORS). Use requirements prioritization system for trade decision during program execution. Support technical reviews (System Requirements Review (SRR), Preliminary Design Review (PDR), Critical Design Review (CDR), Functional Configuration Audit (FCA), etc.) for program. Ensure compliance with technical review exit and entry criteria.

3.1.3.3.6. Manufacturing Engineering: Evaluate contractor's manufacturing readiness. Prepare and Support Manufacturing Readiness Assessment (MRA) in support of program Production Readiness Review and Production Decision. Leverage experience from successful MRAs conducted on multiple Department of Defense development programs.

3.1.4. Receiver, Platform Integration: The contractor shall support receiver and platform integration efforts with DoD Aircraft customers to identify, track and resolve technical requirements and ensure an end to end solution.

3.1.4.1. Integration Working Group(s): Coordinate working group meetings. Plan, schedule, and create minutes and action items, track and close action items and report status monthly.

3.1.4.2. Aircraft Integration Scheduling: Coordinate with DoD Aircraft platforms to identify technical requirements and identify developmental and production receiver needs. Develop and maintain cross platform, receiver, and weapons integration master schedules. Develop, coordinate, and maintain an overall platform, receiver, antenna, and weapons roadmaps.

3.1.5. JSSMO S&A:

3.1.5.1. Trade Studies: Conduct engineering, and other, trade studies as required. Trade studies supported shall include as a minimum: (1) MAGR-2K-M Resiliency; (2) DAGR-M Acquisition Approaches; (3) Operational Safety, Suitability, and Effectiveness (OSS&E); (4) Military GPS User Equipment (MGUE) Source of Supply; (5) Trusted Foundry Requirements; (6) Open Architecture; (7) Antenna Anti-Jam/Anti-Spoof; (8) Alternative Navigation Capabilities on aircraft platforms; and (9) Antenna Modernization Acquisition Approaches

3.1.5.2. Logistics Support Analysis: Support efforts to resolve logistics shortfalls in existing JSSMO GPS receiver systems. Assist in the development of AF contractual documents and upgrade packages (ECPs) to address logistics shortfalls with the OEM's fielded capability. Evaluate OEM logistic assessments of obsolete parts, diminishing manufacturing sources, Re Test OK (RTOK) and other supportability items for existing fielded systems. Consider the impact of material, training and supply processes to mitigate current logistics challenges. Assess the robustness of existing system performance requirements in order to meet warfighter logistics needs. Develop acquisition options to address these issues in order to provide more logistically supportable systems to the warfighter.

3.1.6. Cybersecurity/Information Assurance (IA):

3.1.6.1. The contractor shall support the Cybersecurity JSSMO mission through the execution tasks associated to the integration of the Cybersecurity Risk Management Framework (RMF) into the system acquisition lifecycle. The JSSMO requires integrating cybersecurity activities into existing processes. System security architecture and data flows. Support analysis to in support of JSSMO systems in order increase capabilities to

Joint Service System Management Office (JSSMO)
Aircraft Global Positioning System (GPS) User Equipment (UE) System Support
Performance Work Statement
03 May 17

protect, detect, react, and restore from adversary attacks. Support tasks associated to ensure the continued alignment of cybersecurity in the technical baselines, system security architecture, data flows, and design. Knowledge of the following DoD policies is required:

- Department of Defense Instruction (DoDI) 8510.01, Risk Management Framework (RMF) for DoD Information Technology (IT)
- DoDI 8500.01, Cybersecurity
- DoDI 5000.02, Operation of the Defense Acquisition System

3.1.6.2. The contractor shall assist in relevant tasks and assignments in support of the JSSMO Cybersecurity mission to meet statutory, regulatory, and system requirements, balancing lifecycle cost, schedule, system performance, risk, and system security.

3.2. CLIN 0002—Various Programs Support – OPTIONAL - FFP

3.2.1. CLIN 0002a - Contracting Support

3.2.1.1. Contractors will be responsible for providing administrative support services for contracting, in accordance with (IAW) applicable contracting and acquisition regulatory guidance. These efforts will serve to assist the Procuring Contracting Officer (PCO) with the acquisition process. The contractors cannot represent the Government in the acquisition process and they cannot obligate the government. Contractors must clearly identify themselves as a Contractor in their emails, documents, meetings and conversations. Only the PCO has the authority to make changes or commitments that affect price, quality, quantity, delivery or other terms and conditions of the contract. Tasks that are not within the scope of this PWS shall be brought to the attention of the PCO. The contractors shall assist the PCO in the acquisition process and satisfy performance objectives by performing the following tasks:

3.2.1.2. Review incoming Purchase Requests (PR) and military Interdepartmental Purchase Requests (MIPRs) for adequacy and completeness of documentation and availability of funds.

3.2.1.3. Document the official contract file folder (i.e.: Source Lists, Small Business (BC) Coordination, Sole Source Justification/Justification Approval document, Determination & Findings, Solicitations).

3.2.1.4. Assist in evaluating quotes/proposals, determining contractor responsibility, preparing contract award documents and distributing the contract to the appropriate individuals.

3.2.1.5. Maintain award data in the appropriate Database and perform queries for metric reporting on total dollars awarded, number of small business awards, total contract actions by month/quarter/year, etc. as requested. Also, the contractor shall track, monitor and review required CPARs.

3.2.1.6. Perform contracting administration to include, but not limited to, monitoring delivery schedules, following-up with contractors on delinquent deliveries, recommending "consideration" to the Contracting Officer for delinquent deliveries and preparing certificates for invoice submittals. The contractors shall perform quarterly reporting of DD-250, Individual Procurement Action Reports, to appropriate AFMC office(s) on all contracts greater than \$2,500.00.

3.2.1.7. Identify contracts for close out/retirement and entering data into required database(s). The contractors shall also assist in destroying classified/unclassified contract files after completion of applicable retention periods.

3.2.2. CLIN 0002b - Key Data Processor Loading & Installation Facility (KLIF) & Integrated Support Facility (ISF) Support The contractor shall assist the Government with sustaining the day-to-day operations in the KLIF and full operations program management responsibilities

3.2.2.1. The contractor shall assist the Government budgeting; cost accountability; supporting SMC/GPU for planning of KLIF phasedown in conjunction with MGUE ramp-up; and, overall KLIF performance (local and Mobile KLIF). This includes responsibility for systems engineering; configuration & data management, and technical management of workload performed. The contractor shall track incoming and outgoing product and assist in the programming of SAASM devices as defined by the customer. The contractor shall assist in the development and maintain required loading and Phase 1 software within the KLIF.

3.2.2.2. The contractor shall assist as needed in collecting and evaluating software-related requirements common to multiple GPS User Equipment.

3.2.3 – CLIN 0002c - Assured PNT Support

3.2.3.1. The contractor shall support AFLCMC/EZA by identifying disconnects in the USAF Assured PNT acquisition process, to include recommendations on establishing future Courses of Actions (COAs) relevant to identifying an overall development strategy. The contractor shall conduct fact finding and investigate current DoD level directives, and provide AFLCMC/EZA task options. Specific sub-objectives are identified below:

3.2.3.2. The contractor shall assist AFLCMC/EZA in data gathering and fact finding on Department of Defense (DoD), USAF and AFLCMC directives, instructions and organizational goals pertaining to Assured PNT planning, stand-up, implementation and execution.

3.2.3.3. The contractor shall research and conduct data gathering and fact finding on current and evolving threat capabilities that could degrade or deny PNT capabilities.

3.2.3.4. The contractor shall collaborate with AFLCMC/EZA to identify initiatives, strategies, investments, roadmaps, systems engineering activities, and COAs to provide Assured PNT capabilities in the future.

3.2.3.5. Roadmaps: The contractor shall review, participate and provide systems engineering support to AFLCMC/EZA and Program Office engineering personnel concerning Assured PNT tasks and actions and concerning the development of integrated roadmaps addressing Assured PNT, to include the interaction and interdependence of CNS/ATM, M-Code, ADS-B Out, and IFF Mk XII Mode 5 capabilities.

3.2.3.6. The contractor shall review, participate in and provide systems engineering support to AFLCMC/EZA and Program Office engineering personnel concerning efforts associated with GPS based navigation databases and data chain processes.

3.2.3.7. The contractor shall generate and develop documentation (point papers, briefings) of the fact finding assessment results, to include identification of follow-on task recommendations and development of a strategic roadmap.

3.2.3.8. Open System Architecture: The contractor shall assist in generating MOSA standards for use by EGI OEMs in their modernization for M-Code capability.

3.2.3.9. The contractor shall support AFLCMC/EZA by identifying disconnects in the USAF Assured PNT acquisition process, to include recommendations on establishing future COAs relevant to identifying an overall development strategy.

3.2.4. – CLIN 0002d - Weapons Integration with M-Code Capability

3.2.4.1. Strategic planning: The contractor shall support the government's efforts to develop and implement a common construct across GPS modernization activities. The Contractor shall conduct analysis and integration of GPS modernization activities across AFLCMC/WNY, and GPS Directorate MGUE planning and development, AFLCMC/EB portfolio GPS modernization, and AFLCMC/EZ Assured PNT development.

3.2.4.2. Identify Acquisition Strategies: The contractor shall complete an analytical assessment of various acquisition strategies for PEO Weapons platforms' GPS modernization. Strategies considered shall include looking at each weapon system individually as well as consideration of development and implementation of a common solution across the entire weapon portfolio. In the conduct of the analytical assessment the contractor shall work with the PEO Weapons Program Offices and contractor SMEs to identify unique program requirements, cost constraints for implementing different acquisition strategies (both development and life cycle), schedule, and risk inherent in each approach.

3.2.4.3. Perform Requirements Analysis: The contractor shall, in collaboration with PEO Weapons Program Offices and warfighter requirements SMEs, assess the required performance in the presence of GPS jamming of each munition. Considering launch platform(s), CONOPS, and projected threat scenarios the assessment shall determine the degree of GPS anti-jam capability required.

3.2.4.4. Identify Courses of Action (COAs): The contractor shall develop time-phased COAs addressing technology insertion opportunities, sources of funds, and roles and responsibilities that provide the best chance for success. Using Program Office projections of PEO Weapons programs modernization funding levels the contractor shall develop excursions to the courses of action to optimize capability insertion given candidate prioritization and available funds. The courses of action shall identify potential technology cut-in opportunities within the context of current and projected production lots. Each COA shall identify funding sources and address relevant roles and responsibilities.

3.2.4.5. Perform System of Systems Analysis: The contractor shall provide an analytical assessment of enabling infrastructure to ensure modernized GPS components are supportable when fielded. Analysis includes assessment of cost and schedule implications of modifications to encryption, Mission Planning Systems, and aircraft interfaces required to ensure upgraded munitions' GPS investment provides tangible operational capability improvements when fielded. Additionally, the contractor shall lay out a strategy for ensuring integration of munitions upgrade activities with those of the enabling systems.

3.2.4.6. Weapons Integration with M-Code Capability: The contractor shall support the government's efforts to develop and implement a common construct across GPS modernization weapons activities as it applies to weapons integration with M-Code capability. The Contractor shall conduct analysis and integration of GPS modernization activities across AFLCMC/WNY and the GPS Directorate MGUE planning and development, AFLCMC/EB portfolio GPS modernization, and AFLCMC/EZ Assured PNT

development. Contractor shall perform all the tasks under 3.2.4.1-2.4.5 for weapons integration.

3.3 CLIN 0003 – FFP Optional Support

The contractor shall include the required provisions for Optional support, as defined below, throughout the task order life cycle per the Request for Quote instructions, which includes the requirement for a lump sum CLIN 0003 Optional Labor allotment for Optional Labor support. It is anticipated that the workload will fluctuate, and surge support may be required based on fluid schedule requirements; therefore, the support will be obtained via the utilization of the CLIN 0003 Optional Labor CLIN. Such support may encompass the entire scope of work identified as CLIN 0001, Core Labor and CLIN 0002, Optional Program Support. To ensure maximum flexibility with respect to the CLIN 0003 Optional Labor, the contractor shall include a complete price list identifying the proposed hourly labor rates for all labor categories proposed to support CLINs 0001 and 0002 for the life of the task order. Such rates will be used as the pricing basis to negotiate applicable hourly rates for the Optional Labor, when/if needed. The actual time frame for the CLIN 0003 Optional Labor support negotiation and implementation will be dependent upon actual scheduling requirements. Exercising the optional labor requirements will be incorporated via a bilateral agreement to the task order.

3.4 CLIN 0004 – Labor Hour Surge: Surge accomplished under this CLIN can be to support CLIN 0001, CLIN 0002, CLIN 0003 and the additional tasks outlined below.

3.4.1. Advocacy Briefings & Taskers: Generate execution and advocacy briefings, bullet point papers or white papers to be presented to the Program Executive Officer (PEO), and higher headquarters, as required. Assist, as required, in WNYBC (JSSMO) coordination and briefing efforts to senior DoD leadership.

3.4.1.1. Workshop on Open Architectures & Guidance Assurance: The contractor shall conduct initial planning for a joint AFLCMC/WNYB and AFLCMC/EN workshop on open architecture benefits and impacts to GPS User Equipment (UE) systems. The contractor shall coordinate with AFRL, Aircraft programs, the AF PNT office and potentially with Army, USN and USCG offices for participation. The Contractor shall participate in the development of modular open systems standards and specifications for user equipment and aircraft interfaces to be implemented.

3.4.1.2. Advocacy Briefings: The contractor, as required, shall generate execution and advocacy briefings for presenting to Senior Leadership.. The briefs will be focused primarily on program execution and acquisition planning, comprehensive data set representing (with backups) all of the information from prior and current contractor efforts, and contain a subset of information with recommendations for implementation. Briefings shall constitute the final out brief and product of this TDP.

The contractor shall be available to assist as required in coordination and briefing efforts to DoD leadership.

3.4.2. Management Surge Capability and Rapid Response: Provide the ability to rapidly (in less than one business day) respond to short term, higher headquarters, taskers or to surge significant resources from multiple skill sets over a short term (1 week to 3 months). This surge or rapid response requires unique SME skill sets and on-call availability outside of the core on-site A&AS resources.

3.4.2.1. Subject Matter Expert (SME) Access

Periodically the Government will require access to off-site senior SMEs. Such SMEs are required to have past experience at the level indicated in at least one of the following areas and must be available immediately when required to support emergent Government needs:

- Acquisition Management (experience as a former Acquisition Category (ACAT) I or II Senior Material Leader (SML) or higher)
- Systems Engineering (experience as a former ACAT I / II Director of Engineering)
- Test & Evaluation (experience as former ACAT I / II Chief of Test or Test Pilot School Graduate)
- Contracting (experience as former ACAT I / II Contracting Officer)
- Avionics (experience as former ACAT I / II or higher Headquarters Avionics SME)
- Financial Management (experience as a former ACAT I/II or higher Headquarters)
- Logistics Management (experience as a Product Support Manager)
- Program Scheduler (experience in IMS development and interdependencies)
- Software Engineering, Cyber & IA Expertise

3.4.2.2. The contractor shall provide the SMEs in their staffing matrix and provide pricing per hour for the SMEs.

3.4.3. S&A Surge: The Government Contracting Officer's Representative (COR) will issue S&A tasks as required. S&A tasks will be directed through a Task Directive (TD). Contactor shall provide a Task Directive Plan (TDP) in response to each TD. The TDP will identify the approach for accomplishing the work, deliverables, schedule, and labor hours required.

3.4.4. Product Support Business Case Analysis (PS-BCA): Complete GPS User Equipment PS-BCA using a structured methodology to generate a document that aids decision making by identifying and comparing alternatives by examining the mission and business impacts (both financial and non-financial), risks, and sensitivities.

3.4.5. Manpower Analysis: Develop manpower estimates for WNYBC (JSSMO) to develop and acquire the PNT upgrades consistent with joint service, long-range Assured PNT objectives. Update and maintain the JSSMO resource assigned Integrated Master Schedule and associated manpower modeling worksheets/models to produce near-real time assessments of projected manpower needs and recommended courses of action. The manpower model shall provide a dynamic workforce management tool to allow rapid

support of fact-of-life changes and shall include schedule-based, estimated functional allocations (e.g. PM, EN, PK, FM, LG, etc.) for each supported project.

3.4.5.1. Generate Manpower Estimates for WNYBC JSSMO: The contractor shall continue developing manpower estimates for WYNBC (JSSMO) to provide continued POM inputs for manpower. The contractor shall use and update existing JSSMO manpower estimating tools, methods, and databases based on fact-of-life changes. The basis for the contractor manpower estimates is to draw analogies from other programs and account for differences and similarities (Complexity factors) with these other programs in order to provide an average estimate against all evaluated programs. Separately the contractor shall do discrete manpower builds based on each individual program as a check of the aggregate average. Additionally, the contractor shall estimate the functional allocation (e.g. PM, EN, PK, FM, LG, etc.) for each WYNBC JSSMO manpower excursion.

3.4.5.2. Provide all required documentation and analysis to be incorporated into yearly Agile Combat Support Directorate POM inputs, standard ACS manpower tools, or other tools as requested.

3.4.6. Configuration Management: Conduct studies and analysis to determine best approach to minimizing modernization programs configuration proliferation. Studies must consider the influence of platform OFP and modernization program plans and must be consistent with planned OSS&E approaches.

3.4.7. Data Rights: Conduct studies and analysis to determine the best approach to acquiring the necessary data rights to support the planned program strategies for long-term sustainment and upgrades. Consideration shall be given to the impact on future resiliency efforts and long term plan to return the technical baseline to the government.

3.4.8. Capability and Technology Roadmaps: Conduct studies and analysis to recommend long-term program capability roadmaps and technology insertion plans for all product lines. Consider DoD's 2015 PNT science and technology Roadmap, Industry Consortium efforts tied to alternative navigation capabilities, Section 2.3 Assured PNT of this PWS, or other relative areas where applicable.

3.4.8.1. Airborne/Handheld/Antenna Roadmap: Develop and maintain roadmaps for inserting planned and potential capabilities into the next generation of GPS antennas (to include antenna electronics), airborne and handheld GPS receivers. The roadmap shall be based on current plans for M-Code, ADS-B upgrades, beam forming antennas, with technology insertion on ramps. In addition to acquiring system capability and technology maturation plans from industry, conduct a preliminary cost assessment for

both development and production of a new MAGR-2K-M, EGI, and modernized beamforming antenna as a GPS system.

3.4.8.2. EGI, MAGR 2K M-Code upgrade and GPS antenna modernization Acquisition

Planning: Immediately after contract award, the contractor shall develop a cost benefit assessment study plan to outline the ground rules, assumptions, and approach for continued development of EGI, MAGR 2K, and GPS antenna modernization joint service roadmaps. This study plan shall be presented to the Air Force for concurrence approximately 30 days after award.

3.4.8.3. Future Planning: The contractor shall develop a roadmap for inserting planned and potential capabilities into the next generation EGI, MAGR 2K, and GPS antenna modernization. The roadmap shall be based on currently approved ACS Directorate PEO Acquisition Strategy Panel (ASP) for both MAGR-2K-M and EGI-M and a strategy to incorporate future GPS antenna modernizations. Concurrently the contractor shall develop questionnaires (for AF approval) and shall initiate customer surveys to capture the plans of Navy, USCG and Army aircraft programs. Additionally, the contractor may visit other locations as necessary to better understand upgrade plans for the GPS satellite and ground systems and customer requirements. The contractor shall also create a resource loaded Integrated Master Schedule including all users of the EGI, MAGR-2K-M, and GPS antenna systems showing planned aircraft OFP cycle upgrades. The purpose of this schedule is to show when key upgrades are to occur and what are the schedule options for upgrades based on aircraft OFP plans. In addition to acquiring system capability and technology maturation plans from industry the contractor shall visit current EGI, MAGR-2K-M, and GPS antenna contractors to understand their capabilities and plans for existing EGI, MAGR-2K-M, and GPS antenna systems. The contractor shall conduct a preliminary cost assessments for EGI, MAGR-2K-M, and GPS antenna systems.

3.4.9. Milestone Documents: Provide support in preparing necessary ACAT II/III milestone documents for appropriate modernization programs.

3.5 CLIN 05 – Travel

The Contractor shall also perform non-local travel in support of this contract, as required by the Government. The Government may authorize and require Contractor personnel to travel to participate in meetings, reviews, audits and other efforts as necessary to accomplish assigned tasks. This contract will require frequent travel to Wright Patterson AFB, OH, Eglin AFB, FL, Los Angeles AFB, CA and Robins AFB, GA. The COR, or other authorized representatives, shall have sole authority to approve non-local travel requests necessary to support performance. Travel required under this contract may include CONUS or OCONUS travel. Not later than 5 business days prior to the Contractor's estimated date of departure, the Contractor shall submit to the COR, via email, cost estimates for such travel and request travel approval. The Contractor shall ensure that the requested travel costs do not exceed the amount authorized in this task order. Joint Travel Regulations apply. The Contractor shall be responsible for all travel arrangements

including airline, hotel, and rental car reservations. The Contractor shall make every commercially reasonable effort to schedule travel far enough in advance to take advantage of reduced airfares. The Contractor shall stay in Government furnished lodging, if available. Travel will be accomplished under different CLINs with different types of funding. The contractor will need to be sure to annotate which CLIN the travel is supporting.

3.6 CLIN 06 – Other Direct Cost

The Contractor shall procure other direct costs as requested by the government program office. Examples of ODCs may include, but not be limited to: computers, copiers, VTC equipment and daily meeting room space that can host up to 25 people within 20 miles of the local office. Purchase from GSA Schedule is preferred. If item/service cannot be obtained from contractor's own GSA Schedule or that of another Schedule contractor, the following process must be utilized in order to receive reimbursement: Contractor shall receive three independent quotes for items/service prior to requesting Government approval. If three quotes cannot be obtained, contractor shall provide sufficient documentation substantiating the limited sources. Purchase shall not be made without both client COR and GSA COR approval. Contractor is limited to funds presently available and funded for ODC. Any purchases made that exceed the agreed upon and/or funded amount will not be reimbursed. ODCs will be purchased to support different CLINs with different types of funding. The contractor will need to be sure to annotate which CLIN the ODC is supporting.

4. QUALITY

Both the Contractor and the Government have responsibilities for providing and ensuring quality services, respectively.

4.1. Quality Control

The contractor shall establish and maintain a complete Quality Control Plan (QCP) to ensure the requirements of this contract are provided as specified in accordance with the applicable Inspection of Services Clause. The contractor shall make appropriate modifications (at no additional costs to the government) and obtain acceptance of the plan by the CO. The Government has the right to require revisions of the QCP (at no cost to the Government) should the incorporated plan fail to deliver the quality of the services provided at any time during the contract performance. The plan shall include, but is not limited to the following:

- A description of the inspection system covering all services listed.
- The specification of inspection frequency.
- The title of the individual(s) who shall perform the inspection and their organizational placement.
- A description of the methods for identifying, correcting, and preventing defects in the quality of service performed before the level becomes unacceptable.
- On-site records of all inspections conducted by the Contractor are required. The format of the inspection record shall include, but is not limited to, the following:
 - Date, time, and location of the inspection.
 - A signature block for the person who performed the inspection.
 - Rating of acceptable or unacceptable.
 - Area designated for deficiencies noted and corrective action taken.
 - Total number of inspections.

4.2 Quality Assurance

Joint Service System Management Office (JSSMO)
Aircraft Global Positioning System (GPS) User Equipment (UE) System Support
Performance Work Statement
03 May 17

The Government will perform periodic reviews of the contractor's performance in accordance with the Government's Quality Assurance Surveillance Plan (QASP). The Government reserves the right to review services to be provided, including those developed or performed at the Contractor's facilities, to determine conformity with performance and technical requirements.

5. SERVICE DELIVERY SUMMARY

5.1. Service Delivery Summary

The following Service Delivery Summary (SDS) will guide overall performance of the contract. The following criteria will be used to determine if performance requirements are met.

Performance Standards	Performance Threshold	Incentive/Disincentive
TO Kickoff/Performance Start	<ul style="list-style-type: none"> Performance initiated within 3 business days of award unless otherwise indicated. Kickoff and requirements review completed within 5 business days of task order award unless otherwise agreed. 	<ul style="list-style-type: none"> Performance Assessment reflected in CPARS
Monthly Status Report, Meeting and Monthly Invoice	<ul style="list-style-type: none"> 100% complete with all required information. 100% accurate. Submitted no later than (NLT) 15th calendar day of month following the reporting period. 	<ul style="list-style-type: none"> Performance Assessment reflected in CPARS
Management/Administration	<ul style="list-style-type: none"> Post award contract concerns addressed timely and in writing to all necessary parties. 	<ul style="list-style-type: none"> Performance Assessment reflected in CPARS
Staff Quality and Continuity	<ul style="list-style-type: none"> Ensure qualified staffing and retention is maintained at 90% annually or better throughout the life of the contract. Position shall not be vacant for longer than 3 weeks to include vacations or illnesses. 	<ul style="list-style-type: none"> Performance Assessment reflected in CPARS

6. DELIVERABLES

6.1. Contractor Submission

Deliverables are to be transmitted with a cover letter, on the prime contractor's letterhead, describing the contents, electronically through GSA's web-based procurement system, ITSS, and to any other destination(s) as required per the Government's request. The contractor shall provide hard copy deliverables as required per the Government's request. All deliverables shall

be produced using recommended software tools/versions as approved by the Government. All reports shall be accomplished utilizing the MS Office Software Suite to include MS Project as required.

6.2. Government Review

Government personnel will have 10 workdays to review deliverables (to include resubmissions) and provide written acceptance/rejection. Government representatives and/or the applicable Contracting Officer Representatives (CORs) will notify the contractor of deliverable acceptance or provide comments in writing. The contractor shall incorporate Government comments, or provide rationale for not doing so within 5 days of receipt of comments. Government acceptance of the final deliverable will be based on resolution of Government comments or acceptance of rationale for non-inclusion. Additional changes volunteered by the contractor will be considered a resubmission of the deliverable.

6.3. Deliverable Rights

All information such as software, data, designs, test materials, documents, documentation, notes, records, software tools acquired, and/or software source code and modifications produced by the contractor under this PWS shall become the sole property of the U.S. Government, which shall have unlimited rights to all materials and determine the scope of publication and distribution. The contractor shall be required to deliver electronic copies of all documents, notes, records and software to the Government upon termination or expiration of the contract. The Government shall retain ownership of all proprietary information and intellectual property generated under this contract.

6.4. Transfer of Ownership

All data and documentation, including all studies, reports, spreadsheets, software, data, designs, presentations, documentation, etc., produced by the contractor or for the Government using this PWS are the property of the Government upon its taking possession of task deliverables or upon termination or expiration of the contract.

6.5. Monthly Status Report

The contractor shall provide a monthly status report, no later than the 15th calendar day of the month following the monthly reporting period, to be submitted simultaneously with the monthly invoice. Monthly status reports shall include, but is not limited to, the items identified below.

- Record resource hours and costs against government defined tasks to support accurate project cost accounting using government formats and tools.
- Status of tasks, schedules, deliverables. Status of tasks shall include a summary description and schedule of all tasks completed during the reporting period, all tasks currently on-going during the reporting period and all known tasks assigned for future reporting periods.
- Current and cumulative task funding status (direct labor and travel funding status to be reported separately as required)
- Outstanding issues, and proposed resolution approaches and actions to resolve any outstanding issues.

Joint Service System Management Office (JSSMO)
Aircraft Global Positioning System (GPS) User Equipment (UE) System Support
Performance Work Statement
03 May 17

- Staffing report identifying current staffing roster, all current vacancies, and a record of all staffing departures.
- The monthly invoice shall be submitted simultaneously with the monthly status report.

6.6. Other Reporting Requirements

In addition to the Deliverables identified above, the Contractor shall:

- Report to the COR as soon as possible any issue that may potentially affect performance under this contract;
- Document oral reports with written reports within 24 hours, when directed by the COR; and
- Provide, in writing to the COR, a report of any discussion with the Government that may potentially affect the terms or conditions of this contract, or may otherwise be construed as proposing amendments to or additional requirements under this contract.

6.7. Deliverable Matrix

All deliverables shall be provided in a format identified by the Government and delivered to the destinations identified by the Government. Deliverables without a pre-defined delivery schedule will have a delivery schedule defined at a later date that is mutually established by all applicable parties. Documentation provided in response to the PWS tasks shall be in the contractor's preferred format using standard Microsoft Office products (i.e., Word, Excel, PowerPoint, Access etc.).

Title	Description	Due Date
Monthly Status Report (MSR)	As per CLIN 001 and 6.5	Monthly – 15 th calendar day
Invoice	As per PWS paragraph 6.5	Monthly – 15 th calendar day
Kickoff Meeting Minutes	As per PWS paragraph 7.2	7 days after kickoff meeting
Meeting Minutes	Written documentation of meetings.	As Required
Project Specific Deliverables	Plans, Reviews, Assessments, Reports, etc.	As Required
GFI inventory	As per PWS paragraph	As required
Contractor Employee NDAs	Contractor Employee Nondisclosure Agreement (one for each employee assigned to work on this order)	Provided prior to employee start

Joint Service System Management Office (JSSMO)
Aircraft Global Positioning System (GPS) User Equipment (UE) System Support
Performance Work Statement
03 May 17

Staffing Matrix – for on site and proposed reach back	A complete and current list of contractor employees and the task/office/function they are supporting	Furnished at the kick-off meeting with an update furnished on or before the date of any personnel change.
Questionnaires and customer surveys	As per PWS para 3.4.8.3	As required

7. PERFORMANCE

7.1. General

Work is to be accomplished through the General Services Administration (GSA), Federal Acquisition Service (FAS), Great Lakes Region, through the contractor. Certification by the Government of satisfactory services provided is contingent upon the contractor performing in accordance with the terms and conditions of the contract, this document, the approved technical and cost quotes, and all amendments. The client's representative, GSA's representatives, and the contractor's representative(s) shall meet when deemed necessary at the client's request. The client representative, the GSA representatives, and the contractor's representative may meet at the place determined by the client representative and GSA representatives.

7.2. Kickoff Meeting

Within fifteen calendar days of the period of performance start date, the Contractor shall initiate work on this contract by meeting with key Client Agency representatives to ensure a common understanding of the requirements, expectations, and ultimate end products. The Contractor shall discuss the overall understanding of the project and review the background information and materials provided by the Client. Discussions will also include the scope of work, deliverables to be produced, how the efforts will be organized and conducted; assumptions made, expected and results. A concerted effort shall be made to gain a thorough understanding of the client agency expectations. However, nothing discussed in this or in any subsequent meetings or discussions between the Client and the Contractor shall be construed as adding, deleting, or modifying any requirements, including deliverable specifications and due dates. The Kickoff Meeting will be held at Robins, AFB. Within 7 calendar days after the Kickoff Meeting the contractor shall provide a copy with the meeting minutes. The minutes shall include at a minimum:

- Date and location of meeting
- Attendees
- Key problems and risks to the Government discussed
- Government and Contractor action items
- Any other relevant information that shall clarify the requirement and execution of the work under this order.
- Current Staff Matrix

7.3. Period of Performance

The period of performances will be a one year base and four one year options. The anticipated period of performance is below.

- Base Period: 18 Sep 17 through 17 Sep 18
- Option Period 1: 18 Sep 18 through 17 Sep 19
- Option Period 2: 18 Sep 19 through 17 Sep 20
- Option Period 3: 18 Sep 20 through 17 Sep 21
- Option Period 4: 18 Sep 21 through 17 Sep 22

7.4. Place of Performance

The Government estimates that work will be accomplished at Wright Patterson AFB, Robins AFB, and Eglin AFB. Please see attached matrix for number of estimated personnel at each location. On a case-by-case basis, if additional Government provided workspaces are available at other Government installations, performance at such locations may be authorized, upon mutual agreement of all parties. Reimbursement for local area travel shall not be authorized. The contractor will not be reimbursed for any travel costs associated with contractor personnel travelling to the required place of performance.

7.5. Meetings

The Contractor shall participate in the following meetings during the performance of this Task Order:

7.5.1. Monthly Status Meetings: The contractor shall, if requested by the Government, participate in monthly status meetings at a mutually agreeable time and place. During these meetings the Contractor shall provide, at a minimum, the following information:

- Accomplishments during the past month
- Problems and risks to the Government
- Planned actions for the coming month
- The contractor shall take minutes of these meetings and include them in the Monthly Status Report and the Monthly Technical Reports/Studies

7.5.2. Ad hoc Technical/Work Status Meetings: The contractor shall, if requested by the Government, participate in ad hoc technical meetings to discuss tasking, work progress, technical problems, performance issues, or other technical matters. These meetings shall occur at a time and place mutually agreed upon by the parties.

7.5.3. Contract Administration Meetings: The Contracting Officer (CO) may require the authorized Contractor representative to meet or participate in a teleconference with authorized government personnel as often as deemed necessary to discuss contract performance or administrative issues. The Contractor may also request a meeting with the CO when deemed necessary. The content of meetings shall be documented in writing. Minutes shall be agreed by both parties and shall be included in the government contract file.

7.6. Hours of Work

Joint Service System Management Office (JSSMO)
Aircraft Global Positioning System (GPS) User Equipment (UE) System Support
Performance Work Statement
03 May 17

Hours of support can and will be dependent on specific customer requirements for assigned tasks. The contractor shall coordinate work schedules with the COR to ensure service requirements are met, Government personnel are available, and customer results are achieved. The FFP FTEs must have their core hours between the times 0600 and 1800.

7.7. Phase In/Phase Out Period

7.7.1. Phase In Period- The contractor shall conduct the phase in plan as provided in their quote.

7.7.2. Phase-Out period- The phase out period will be prior to the expiration of the task order. The contractor shall perform the following activities for the phase-out period:

- Ensure all services and performance objectives required by the PWS and Task Order PWS's are met throughout the phase-out period
- Establish procedures with the successor to ensure transition of provided services without a degradation of service
- Provide the successor with copies of all instructions, records, databases, contract performance metric data, vendor points of contact, and all other procedures developed by the contractor in the performance of this contract

8. COMMUNICATION

8.1. General Communication

Regular and direct Contractor interface with the COR is mandatory under this contract. The Contractor shall not contact nor take direction from unauthorized Government representatives, under any circumstances. When meetings are scheduled, any actions resulting from such meetings that affect the contract, shall be documented and reported to the COR and the Contracting Officer (CO), as appropriate, for approval before being implemented by the Contractor.

8.2. Identification

All contractor personnel shall be required to wear picture identification badges so as to distinguish themselves from Government employees. When conversing with Government personnel during business meetings, over the telephone or via electronic mail, contractor personnel shall identify themselves as such to avoid situations arising where sensitive topics might be better discussed solely between Government employees. Contractors shall identify themselves on any attendance sheet or any coordination documents they may review. Electronic mail signature blocks shall identify their company affiliation. Where practicable, contractor occupying collocated space with their Government program customer should identify their work space area with their name and company affiliation.

9. PERSONNEL

9.1. General Requirements

All contractor employees shall meet the minimum general requirements listed below.

- Minimum 7 years relevant experience for non-SME positions
- Minimum 15 years relevant experience for SME positions
- All contractor personnel shall be capable of working independently.

Joint Service System Management Office (JSSMO)
Aircraft Global Positioning System (GPS) User Equipment (UE) System Support
Performance Work Statement
03 May 17

- Strong written and oral communication skills in the English language. All contractor employees must be able to read, write, speak and understand English.
- Contractor personnel performing in a leadership capacity shall be capable of directing contractor personnel and interfacing with the Government and customers.
- Exceptional customer service skills.
- Strong time-management and prioritization skills.
- Ability to communicate applicable technical subject matter expertise to management and others.

9.2. Limitations on Contractor Performance

The Contractor shall not perform the following functions in connection with the services provided under this delivery order.

- Approve, decide, or sign as a Contracting Officer;
- Negotiate with Air Force suppliers;
- Accept or reject supplies or services;
- Determine acquisition, disposition, or disposal of Government property;
- Direct other contractor or Government personnel;
- Determine cost reasonableness, allowability, or allocability;
- Vote on a source selection board;
- Supervise government personnel;
- Approve Government requirements or plans;
- Determine government policy.

9.3. Training

9.3.1. Contractor Staff Training

The Contractor shall provide fully trained and experienced support staff for performance of the task order. Contractor personnel are required to possess the skills necessary to support the minimum requirements of the labor category under which they are performing. Training of contractor personnel shall be performed at the Contractor's expense, except when the Government changes the requirements during performance of an on-going task and it is determined to be in the best interest of the Government. This will be negotiated on a case-by-case basis. Training at Government expense will not be authorized for replacement personnel nor for the purpose of keeping Contractor personnel abreast of advances in the state-of-the-art, or for training Contractor employees on equipment, computer languages, and computer operating systems that are available in the commercial market.

9.3.2. Mandatory Government Training

Mandatory Government training shall be tracked and monitored. All required courses must be completed by the required dates by all contract employees. Mandatory government training classes may be completed during work hours. It is the intent of the Government to provide 30 calendar days written notice of annual training requirements to the Contractor's Program Manager. The Program Manager will be responsible for notifying subordinate contractor employees. In the event the contractor does not receive a 30 calendar day notice, the contractor is still required to complete the training by the specified required date(s).

9.3.4. Key Positions / Key Personnel

Key personnel are personnel proposed to perform in key positions. Key positions are those deemed essential for successful contractor accomplishment of the work to be performed.

The contractor shall not divert key personnel to other projects or replace them without receiving prior authorization from the CO. The Government retains the right to review initial/replacement candidates, and recommend replacement in the event of non-performance.

The contractor is responsible for identifying key positions beyond those identified in the PWS documents, as applicable, within the contractor's staffing plan (i.e. contractor identified key positions above and beyond the Government's identified requirements).

9.3.5. Personnel Retention and Recruitment

The Contractor shall make every effort to retain personnel in order to ensure continuity until contract completion. If it should become necessary to substitute or replace personnel, the Contractor shall immediately notify the COR in writing of any potential vacancies and shall submit the resume(s) of replacement personnel within 14 calendar days of the notification. Additionally, for all new positions identified by the Government, the Contractor shall submit the resume(s) of proposed personnel within 14 calendar days of the Government's initial request. The Contractor shall submit the resume(s) of all potential personnel selected to perform under this contract to the COR through email, or any other process means identified/required, for Government review and acceptance/rejection. Upon Government acceptance of a personnel resume(s), the candidate shall be available to begin performance within 14 calendar days. The contractor shall ensure continuity of operations during periods of personnel turnover and long-term absences. This may necessitate the use of temporary employees to fill short term gaps between permanently assigned employees. Long-term absences are considered those longer than one week in duration.

9.3.6. Staff Matrix

The Contractor shall furnish a complete and current list of contractor and subcontractor employees who are assigned to work under this contract / order. The matrix shall include the staffing chart showing the name of each employee, his or her position in the staffing plan, job title, and the Government's task/office/function they are supporting. The lines of authority and responsibility of each staff member shall also be made clear to the Government. The matrix shall be updated with each change in personnel, job title, position in the staffing plan, or assignment of area of responsibility.

10. GOVERNMENT FURNISHED PROPERTY/INFORMATION/ACCESS

10.1. General

The Government shall provide, without cost, the facilities, equipment, materials and services listed below. The Government furnished property and services provided as part of this contract shall be used only by the contractor only to perform under the terms of this contract. No expectation of personal privacy or ownership using any Government electronic information or communication equipment shall be expected. All property at Government work sites, except for contractor personal items will be assumed to be government property unless an inventory of contractor property is submitted and approved by the CO/COR. Contractor personal items do not include computers, external drives, software, printers, and/or other office equipment (e.g., chairs, desks, file cabinets). The contractor shall maintain an accurate inventory of Government furnished property.

10.2. Facilities

The Government will provide facilities at the authorized primary work locations as specified below. Use of the facilities by contractor employees will include all utilities, telephone, janitorial services and furniture for contractor employees performing tasks. The Government will provide the contractor access to buildings as required, subject to the contractor's employees obtaining the required clearances and approvals.

10.3. Equipment at Authorized On-Site Federal Work Locations

- The Government will provide the following at authorized on-site Federal work locations:
- A suitable work environment (i.e., telephone, office space and furniture). Office space may include a private or shared cubicle, hoteling space (space reserved for temporary use), or other such space suitable for the work required.
- A personal desk top computer or laptop and auxiliary hardware and software required in the performance of the contract.
- Network connectivity required to perform work assignments. Network and computer access rights commensurate with work assignments.
- The Government will replace items that are determined to be beyond economical repair by the COR unless damage or loss is determined to be due to contractor negligence.

10.4. Facilities and Equipment at Remote Work Locations

When work from a remote location is authorized by the COR, the contractor will not be reimbursed for costs associated with remote connectivity from cell phones, Wi-Fi access or Internet connection.

The contractor shall be responsible for ensuring the contractor employee has an adequate and safe office space that sufficiently protects Government equipment and information from loss, theft or unauthorized access. The contractor's telework agreement, given a minimum of 24 hours of advanced notice, shall allow periodic inspections of the alternate work location can be undertaken. The purpose of the inspection is to ensure proper control and maintenance of Government-owned property and worksite conformance with safety standards and other specifications.

10.5. Materials

The Government shall furnish basic reference manuals, and any revisions, updates, and changes thereto for use by the contractor necessary to perform work assignments under the contract.

10.6 Validation of Government Furnished Items (GFI) and Contractor ODC Inventory

The contractor shall develop and maintain a complete GFI and ODC inventory that shall be made available to the Government upon request. Within three (3) work days of receipt of any GFI, the contractor shall validate the accuracy of the materials and notify the COR, in writing, of any discrepancies.

NOTE: Validation shall consist of the Contractor checking for physical and logical completeness

and accuracy. Physical completeness and accuracy shall be determined when all materials defined as Government furnished are provided. Logical completeness and accuracy shall be determined when all materials defined and associated with a program, system, or work package are provided.

10.7. Use of Government Property

10.7.1. Desk Telephones

Government telephones are provided for use in conducting official business. Contractor employees are permitted to make calls that are considered necessary and in the interest of the Government. The contractor shall follow the same policies as Government personnel for telephone usage.

10.7.2. Electronic Mail (E-mail)

All Government e-mail access and use by contractor employees shall be in support of the individual's official duties and task responsibilities. All information that is created, transmitted, received, obtained, or accessed in any way or captured electronically using Government e-mail systems is the property of the Government. Contractor employees shall have clear identification in their e-mail signature block that identifies themselves as contractor employees. Contractor employees are prohibited from forwarding e-mail generated from a Government provided e-mail account to personal mobile devices.

10.7.3. Copiers

Copiers are to be used to copy material for official Government business only in the performance of the tasks in this contract.

10.7.4. Fax Machines

Contractor employees shall not use fax machines for other than official Government business in the performance of the tasks in this contract.

10.7.5. Computer and Internet

All Internet and electronic media access accomplished by contractor employees (utilizing Government furnished equipment) shall be for official Government business in the performance of the tasks in this contract.

10.7.6. Canvassing, Soliciting, or Selling

Contractor employees shall not engage in private activities for personal gain or any other unauthorized purpose while on Government-owned or leased property, nor may Government time or equipment be utilized for these purposes.

10.7.7. Security Violations Using Government Equipment

Any contractor violating Government security policies, guidelines, procedures, or requirements while using Government equipment or while accessing the Government network may, without notice, have their computer and network access terminated, be escorted from their work location, and have their physical access to their work location

removed at the discretion of the CO/COR. The CO/COR will notify the contractor of the security violation and request immediate removal of the contract employee.

11. SECURITY

11.1. Tier 1 Security Investigation

Contract employees will need a favorable Tier 1 Security Investigation, formerly NAC (National Agency Check) & NACIC (National Agency Check Plus Inquiries and Credit Check), to obtain access to Government information systems, sensitive information, or any equipment not involving access to classified information. Commanders may recommend to the Designated Approving Authority (DAA) that interim Automated Information System (AIS) access be granted. Commanders may waive, on a case by case basis, the investigative requirements for access to AIS pending completion of a favorable Tier 1 Security Investigation or Single Scope Background Investigation (SSBI), after favorable review of the completed personnel security questionnaire for the investigation. The contract employee will need to submit a DD form 2875, SAAR and/or a DD Form 2842 PKI Certificate of Acceptance and Acknowledgement of Responsibilities to obtain AIS access.

11.2. Security Clearance

Any task under this contract may involve the Contractor having access to and/or safeguarding For Official Use Only (FOUO), Confidential, Secret, TOP SECRET, and any other classified information/material. Contractor personnel must be able to meet the specific security requirements identified under the contract. Depending on task assignments contractor employees may be required to have up to a Top Secret clearance, SCI eligible. All contractor employees must possess an active Secret security clearance at a minimum. The Government will issue a DD Form 254, "Contract Security Classification Specification". The contractor shall be required to have a TOP SECRET facility clearance. Depending on task assignments, Contractor employees may be required to have up to a Top Secret clearance and be SCI eligible. All TOP SECRET clearances require an investigation current within the last five years. All contractor employees must possess an active Secret security clearance at a minimum. No TS/SCI products or CDRLs shall be developed or stored at the contractor's facilities. The staffing matrix identifies which positions will need top secret clearance. .

The DD Form 254 will govern the security requirements of this requirement and provides specific instructions for security guidance. Government furnished data and information generated by the Contractor as a result of performing tasks may be sensitive or classified. The Contractor shall be required to handle all sensitive and classified information in a secure manner, in accordance with prescribed security procedures and regulations.

11.3. Local Security Requirements

The Contractor shall be responsible for assuring all employees comply with security requirements imposed by the local commander at all times while contract employees are on the installation and shall follow instructions of the local organizational commander or representative pertaining to security. Contractor personnel shall be required to have the appropriate level of investigation and/or security clearance prior to the performance of duties in support of this contract.

11.4. Common Access Card (CAC)

The contractor shall complete a Request for Identification Credential or Common Access Card (CAC) for each employee requiring access to Government domain network access. The request shall be submitted to the PMO Security Manager (SM) or the SAF/FMFS Security Office who will notify the contractor of the current procedure for obtaining a CAC and the governing regulations and policies. For employees not requiring a CAC but requiring access to Government computer or network resources, the contractor shall obtain valid, DoD-approved alternative forms of the Public Key Infrastructure (PKI) certificate or external certification authority (ECA). The CAC will be provided by the government at the local CAC issuance authority. Contractor CAC badges shall be worn and displayed at all times. In addition, the Contractor employee shall identify themselves as Contractor employees in E-mails, telephone usage, correspondence, meetings, etc. If a contract employee leaves the contract for any reason the contract company has 7 business days to return the CAC to the local Government Security Office.

11.5. In-Processing Requirements

For those contractor employees requiring access to Government work sites, the company's Facility Security Officer (FSO) or the Contractor's Contract Manager (or alternate) shall complete a Visit Authorization Request (VAR) and submit it to the appropriate office. The VAR shall include each contractor employee's full name and social security number. Upon in-processing, the contractor must submit a Defense Department (DD) Form 2875, System Authorization Access Request (SAAR) to the Government PM for signature. Part III of the initial and final DD Form 2875 must be completed by the SM. The Contractor must have at a minimum a favorable Tier 1 Security Investigation or an Interim Access Risk Acceptance Waiver signed prior to receiving a CAC and obtaining system access. Once a VAR has been submitted to the SAF/FMFS (WP) SM, the COR will coordinate the in-processing for the individual Contractor personnel through the appropriate security personnel. Point of Contact information for the COR is provided to the Contractor by CO Letter of COR Designation at the time of contract award.

11.6. Dissemination of Information

The Contractor shall implement and enforce strict confidentiality of the information/data that it is provided by the Government during the performance of the contract. The Government has determined that the information/data that the Contractor will be provided during the performance of the contract is of a sensitive nature.

11.7. Disclosure

Disclosure of the information/data, in whole or in part, by the Contractor can only be made after the Contractor receives prior written approval from the CO. Whenever the Contractor is uncertain with regard to the proper handling of information/data under the task order, the Contractor shall obtain a written determination from the CO.

11.8. Protection

The Contractor shall not release, publish, or disclose sensitive information to unauthorized personnel, and shall protect such information in accordance with provisions of the following laws and any other pertinent laws and regulations governing the confidentiality of sensitive information:

Joint Service System Management Office (JSSMO)
Aircraft Global Positioning System (GPS) User Equipment (UE) System Support
Performance Work Statement
03 May 17

- 18 U.S.C. 641 (Criminal Code: Public Money, Property or Records)
- 18 U.S.C. 1905 (Criminal Code: Disclosure of Confidential Information)
- Public Law 96-511 (Paperwork Reduction Act)

11.9. Contractor-Employee Non-Disclosure Agreements

Due to the sensitive nature of the data and information that may be worked with on a daily basis, all Contractor personnel assigned to the Tasks may be required to complete a Government provided non-disclosure statement prior to performing the tasks on the contract. The agreement will ensure the information that is considered sensitive or proprietary is not compromised. Signed non-disclosure statements shall be provided to the COR.

11.10. Safeguards

Given the nature of Advisory and Assistance service, it is imperative that safeguards be in place to ensure procurement integrity and Government functions are maintained. Individuals performing under an Advisory and Assistance contract often have advanced knowledge of requirements and the procurement of those requirements (development, design, analysis, etc.). Contractors performing under an Advisory and Assistance Service contract are authorized to make decisions, identify and develop requirements, and evaluate third party solutions, within the terms of the PWS. Information generated in the performance of the Advisory and Assistance contract services is not to be released or reviewed outside the Governmental sphere.

11.11. Physical Security

Contractor employees shall comply with base Operations Plans/instructions for Force Protection Conditions (FPCON) procedures, Random Antiterrorism Measures (RAMS) and local search/identification requirements. The Contractor shall safeguard all Government property. At the close of each work period, Government training, equipment, facilities, support equipment, and other valuable materials are to be secured.

11.12. Access Control

The Contractor shall implement control procedures to ensure common access cards issued by the Government are properly safeguarded and not used by unauthorized personnel.

12. ADMINISTRATIVE CONSIDERATIONS.

12.1. Points of Contact

To be identified after contract award.

12.2. Procedures for Payment

12.2.1. Submission

Invoices are due no later than the 15th calendar day of the month following the reporting period. The contractor shall submit the invoices and supporting documents, through ITSS simultaneously with the Monthly Status Report (as an acceptance item) to allow the client and the COR to electronically accept and certify services received by the client

representative. The contractor is authorized to invoice only for the services and travel ordered by GSA and provided in direct support of the contract.

12.2.2. Non-Compliance

to comply with the procedures outlined may result in payment being delayed at no additional cost to the Government.

12.3. Personal Service

The client determined that use of the GSA requirements contract to satisfy this requirement is in the best interest of the Government, economic and other factors considered, and this contract is not being used to procure personal services prohibited by the Federal Acquisition Regulation (FAR) Part 37.104 titled "Personal Services Contract". The Contractor agrees that this is a non-personal services contract. The Contractor is not, nor shall it hold itself out, to be an agent or partner of, or joint venture with, the Government.

The Contractor agrees that his/her personnel shall neither supervise nor accept supervision from Government employees. The Government will not control the method by which the contractor performs the required tasks. Under no circumstances shall the Government assign tasks to, or prepare work schedules for, individual contractor employees. It shall be the responsibility of the contractor to manage its employees and to guard against any actions that are of the nature of personal services, or give the perception of personal services. If the contractor feels that any actions constitute, or are perceived to constitute personal services, it shall be the contractor's responsibility to notify the Contracting Officers immediately. These services shall not be used to perform work of a policy/decision making or management nature, i.e., inherently Governmental functions. All decisions relative to programs supported by the contractor shall be the sole responsibility of the Government.

Additionally, the Contractor shall take the following steps to preclude performing, or perception of performing "Personal Services" as stipulated in FAR 37.114(c).

- When answering the phone, Contractor employees shall identify themselves as employees of the firm for which they work, as well as giving other information such as their name or the government office they support.
- Contractor employees shall wear badges that clearly identify them as Contractor employees, in accordance with established Air Force badge requirements. The badge shall be worn on the outermost garment between the neck and waist so badge is visible at all times.
- Name plaques shall be placed at Contractor employees' work area (cubical or office) that clearly identify them as Contractor employees. The plaques shall be placed in a clearly visible location so they can be seen by all visitors and associated government employees.

12.4. Section 508

The Contractor shall meet the requirements of the Access Board's regulations at 36 CFR Part 1194, particularly 1194.22, which implements Section 508 of the Rehabilitation Act of 1973, as amended. Section 508 (as amended) of the Rehabilitation Act of 1973 (20 U.S.C. 794d) established comprehensive requirements to ensure: (1) Federal employees with disabilities are able to use information technology to do their jobs, and (2) members of the public with disabilities who are seeking information from Federal sources will be able to use information technology to access the information on an equal footing with people who do not have disabilities.

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	Base Year	OY1	OY2	OY3	OY4	LIFECYCLE
CLIN 0001 - FFP - Strategic Planning & Program Execution (includes CAF)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CLIN 0002a - FFP - Contracting Support - TOTAL (includes CAF) - OPTIONAL CLIN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CLIN 0002b - FFP - KLIF & ISF Support - TOTAL (includes CAF) - OPTIONAL CLIN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CLIN 0002c - FFP - Assured PNT Support - TOTAL (includes CAF) - OPTIONAL CLIN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CLIN 0002d - FFP - Weapons Integration with M-Code Capability - TOTAL (includes CAF) - OPTIONAL CLIN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SUBTOTAL FFP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CLIN 0003 Undefined FFP Optional Support ceiling - (includes CAF)						
FFP will be established prior to exercising CLIN	\$5,000,000.00	\$5,000,000.00	\$5,000,000.00	\$5,000,000.00	\$5,000,000.00	\$25,000,000.00
CLIN 0004 - Undefined LH Optional Support ceiling - LABOR HOUR SURGE (includes CAF)	\$5,000,000.00	\$5,000,000.00	\$5,000,000.00	\$5,000,000.00	\$5,000,000.00	\$25,000,000.00
CLIN 0005 - COST REIMBURSABLE - ODC - TRAVEL - NTE - (includes CAF)	\$385,000.00	\$385,000.00	\$385,000.00	\$385,000.00	\$385,000.00	\$1,925,000.00
CLIN 0005 - COST REIMBURSABLE - ODC - ODCs (not travel) - NTE - (includes CAF)	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$150,000.00
SUBTOTAL - CEILINGS	\$10,415,000.00	\$10,415,000.00	\$10,415,000.00	#####	#####	\$52,075,000.00
GRAND TOTAL	\$10,415,000.00	\$10,415,000.00	\$10,415,000.00	#####	#####	\$52,075,000.00

NOTE: The number of rows inserted above is for illustrative purposes only.

[illegible]

[illegible]

Joint Service Systems Management Of

Question	Document	Page	Paragraph	Government Text
1				
2	RFQ			
3	PWS	2	3.1.1	All Program Managers shall have PM level 3 PMP and in depth knowledge of GPS programs and the PWS tasks
4	PWS	20	7.4	Place of Performance
5	PWS	23	9.3.4	The contractor is responsible for identifying key positions beyond those identified in the PWS documents

6	RFQ	5	II.b.2	Provide a draft Quality Control Plan (QCP)
7	RFQ	5	II b.ii.1	If the offeror is proposing the use of critical subcontractors, the offeror shall submit three (3) active or completed contracts occurring within the past three years for each critical subcontractor.."
8	RFQ	5	II.b.ii.1	Detailed descriptive listing of three (3) active or completed contracts (with at least twelve (12) months of performance) occurring within the past three (3) years

[illegible]

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Question	Government Response
Is there an incumbent? If so, who?	WHITNEY, BRADLEY & BROWN INC.
Can an extension be provided?	See ITSS for extension deadline.
<p>DoD personnel are certified under DAWIA and receive APDP certifications. In civilian practice, program managers receive PMP certifications. Both certify the qualifications and experience of program managers but few have both certifications as they are largely duplicative.</p> <p>Recommend the government modify the text to read, "All Program Managers shall have PMP or APDP PM level 3 certification and in-depth knowledge of GPS programs and the PWS tasks." This will increase the pool of available and capable personnel without compromising the quality of the workforce.</p>	Concur with recommended change, PWS Revised
<p>By the nature of reachback support required under CLINs 3 and 4, some work will be accomplished at contractor facilities.</p> <p>Recommend para 7.4 be modified to include contractor facilities.</p>	PWS Revised
<p>The contractor is responsible for identifying key positions beyond those identified in the PWS, however, none are identified in the PWS.</p> <p>Suggest the Government remove "beyond those identified in the PWS documents" and leave it up to bidders to identify all key positions in their offering.</p>	Concur with recommended change, PWS Revised

<p>The Government does not specify whether the QCP is included in page count.</p> <p>A QCP is a stand-alone document with several pages. Please confirm that is it not included in the 30-page page count and should be submitted as a separate annex to the Tech Volume.</p> <p>Given that QCPs should be part of a contractor's operating procedures, recommend leaving it to the contractor to determine the required page count.</p>	<p>The QCP submitted with the quote should be tailored to this requirement, not the organizational standard. HOWEVER; the QCP may be excluded from the page count.</p>
<p>Please confirm each critical subcontractor is allocated 10 pages to address their 3 past performances in addition to the 10 pages the prime has to address the prime's 3 past performances.</p>	<p>Confirmed</p>
<p>We read the requirement to mean cited past performances must be on-going or completed no more than 3 years ago at time of submission and each cited past performance must have a period of performance of at least 12 months. Please confirm we are reading the instruction correctly.</p>	<p>Confirmed</p>



AMENDMENT 1 – 11 MAY 17

AMENDMENT NOTES: Incorporates Q&As, PWS AMD 1 and Pricing Template AMD 1

TASK ORDER VEHICLE: OASIS SB

OASIS POOL BEING SOLICITED: Pool 6

NORTH AMERICAN INDUSTRY CLASSIFICATION SYSTEM (NAICS) CODE:
541712, Research and Development in Aircraft

EXTENT OF COMPETITION: This solicitation will be based on:

- ☒ Fair opportunity procedures
- ☐ An Exception to Fair opportunity

TYPE OF TASK ORDER: Performance-Based, Hybrid – Time & Materials (T&M) and Firm Fixed Price (FFP) with Reimbursable Travel

TYPE OF SERVICES: Commercial and Unclassified

REQUIREMENT DESCRIPTION: As specified within the Performance Work Statement (PWS)

CONTRACT TERM: Five Years (basic plus four options)

ISSUING OFFICE POINTS OF CONTACT:

Contracting Officer: Jennifer Gherardini, 618-622-5808, Jennifer.Gherardini@gsa.gov

Contracting Officer's Representative (COR): Lindsey Mitchell, 618-206-5217, lindsey.mitchell@gsa.gov

HISTORICAL INFORMATION & STAFFING REQUIREMENTS:

The embedded spreadsheet below provides the historical staffing per CLIN, as well as the minimum requirements for security and place of performance per CLIN.



HISTORICAL &
STAFFING REQUIREMENTS

I. SUBMISSION PROCEDURES:

- a. Questions: All questions regarding this notice shall be submitted in email not later than 4:00pm Eastern Time on **10 May 17** to the POCs at the email addresses provided above.
- b. Quote Submission Procedures: All quotes shall be submitted via GSA's electronic acquisition portal, AAS Business Systems Portal (AASBS Portal), formerly IT-Solutions Shop (ITSS), [web address: <https://portal.fas.gsa.gov/>]. Failure to submit a quote via AASBS Portal by the closing date/time mentioned above shall result in exclusion from consideration. Offerors that submit a quote but fail to properly register in AASBS Portal will result in an "Unregistered Vendor Quote". An award cannot be made to an "Unregistered Vendor Quote". An "Unregister Vendor Quote" may be considered as failure to submit a quote via AASBS Portal and may result in the offerors exclusion from consideration. If registration is required and/or technical assistance is needed, please contact the AASBS Portal Help Desk at 1-877-243-2889. **DO NOT WAIT TO CHECK TO SEE IF THE FIRM, CONTRACT NUMBER, AND INDIVIDUAL AUTHORIZED TO SUBMIT QUOTE(S) IS CORRECTLY REGISTERED IN THE AASBS PORTAL.** If any difficulties with the AASBS Portal during quote submission are experienced, offerors should alert the AASBS Portal Help Desk and the GSA issuing office point of contact above without delay. The failure of an offeror to ensure the Government's receipt of the offeror quote via ITSS by the closing date and time or a failure to comply with these instructions may result in exclusion from consideration. The electronic quote submission shall be utilized for purposes of determining the timely submission of quote.

In addition to submission of quote through AASBS, two (2) hard copies of the quote volumes shall be delivered to the following address:

General Services Administration
1734 Corporate Crossing, Suite 2
O'Fallon, IL 62269

AND, another three (3) hard copies of the quote volumes shall be delivered to the following address:

Evaluation Panel
c/o Adam B
211 Broughton Street
Warner Robins, GA 31088

The hard copy versions of the quotation are required to be submitted as a courtesy for the Government. It is highly desirable for the hard copy quotation to be received by the closing date/time mentioned above. In the event that the electronic version is received timely; however, the hardcopy version receipt is delayed, then any slight delay in receipt of the hard copy versions will be waived as a minor formality. However, failure to receive the hard copy versions within 48 hours after the closing date/time mentioned above may be deemed a material failure by the offeror and the quotation may be rejected

and ineligible for award, as the Government has determined that adhering to the evaluation schedule is a requirement.

Offerors shall ensure that their quotes are compliant with this instruction document and that all quoted items are separately priced and the GSA task order number and offeror's OASIS SB Contract Number are clearly stated. The Government will not pay any Offeror for any cost or expenses associated with the preparation of their quote. Offerors shall thoroughly examine all RFQ documents and follow the instructions. Failure to do so will be at the Offeror's risk.

II. QUOTE CONTENT:

- a. Format: Quotes shall consist of and shall include the following quote documents with the page limits as specified below:
 - i. COVER LETTER (3 Page limitation)
 - ii. VOLUME 1: Evaluation Factor 1: Technical Approach (30 page limitation, QCP excluded)
 - iii. VOLUME 2: Evaluation Factor 2: Past Performance (10 page limitation)
 - iv. VOLUME 3: Price (no page limitation; Government format provided)

Pages or written material exceeding the number specified will not be read or considered in the evaluation by the Government. Table of contents and indexes are not required, but if included, do not count toward the page total.

Both the electronic and hard quotation shall be organized to correspond with the evaluation criteria and submitted in an 8½-in X 11-in format, using 12-point Times New Roman type, and 1-inch margins. Use of graphics must be minimized. Text within tables and graphics may be smaller, if necessary, but must be legible.

b. Quotation Instructions by Volume:

- i. VOLUME 1: Technical Approach.

Offerors should note that technical approach volumes which merely offer to conduct a program in accordance with the requirements of the Government's Performance Work Statement (PWS) will be considered nonresponsive to this solicitation and will not be considered further. The quote shall be clear, concise, and shall include sufficient detail for effective evaluation and for substantiating the validity of stated claims. The quote should not simply rephrase or restate the Government's requirements, but rather shall provide convincing rationale to address how the offeror intends to meet the requirements. Offerors shall assume that the Government has no prior knowledge of their skills and experience, and will base its evaluation on the information presented within the offeror's quote.

The offeror's quote shall address each of the following subfactors describing the offerors' proposed technical approach to performing the requirements set forth in the PWS. For each subfactor, the offeror shall identify risk, if any, associated with the

technical approach and actions the offeror will take to mitigate the identified risks. If no risks/mitigations are identified in the offeror's proposal, it indicates the offeror does not consider there to be any risk associated with their technical approach.

The offer shall identify any proposed critical subcontractors (defined below) or prime contractor/subcontractor arrangement, and their specific role and level of responsibility in relationship to the overall performance of the total effort. To the extent that any of the offeror's collective experience it relies upon in addressing this subfactor is attributable to a critical subcontractor, proposed key personnel, or prime contractor/subcontractor arrangement, then the offeror shall identify and explain such attribution. If subcontractors are utilized, then the offeror shall discuss how its solution structured to ensure adequate control by the prime of all subcontractors.

1. Subfactor One: Technical Solution and Experience. This section of the technical approach volume shall:

- Provide concurrence and agreement to perform ALL tasks described within the PWS.
- Demonstrate a clear understanding of PWS tasks. At a minimum, the volume should clearly address and provide information regarding your solution and previous experience in relation to the following PWS paragraphs and their associated subparagraphs:
 - 3.1.2 Product and Sustainment support
 - 3.1.3 Acquisition Planning Support
 - 3.4 T&M Surge
- Demonstrate a clear understanding of the challenges faced by the modernization of complex GPS airborne and handheld receivers.

2. Subfactor Two: Management/Transition Plan. This section of the technical approach volume shall:

- Demonstrate the offeror's technical approach for completing required tasks in a timely manner and to providing cleared personnel in accordance with security requirements detailed in the PWS to ensure timely and high-quality performance on all work and within budget.
- The offeror shall identify proposed labor categories, proposed level of effort per category, respectively, and delineate the specific PWS functional areas to which the categories and level of effort correspond; if a teaming or subcontracting solution is provided, then the aforementioned should be broken out by respective team member/subcontractor. Also, describe the duties and responsibilities under the PWS requirements of each associated labor category and how the position under the category interfaces as applicable with the other positions and/or

categories. Offeror shall identify all proposed positions that the offeror considers to be key personnel.

- Identify how you will delineate taskings and personnel between the FFP and T&M tasks.
- Demonstrate capability to accomplish quick turn, high-level taskers as identified in the PWS. Include specific details to how you will staff and process the unique surge/reach-back T&M requirements.
- Provide a draft Quality Control Plan (QCP) that will be used to guide and assess YOUR performance of the PWS taskings. The QCP is excluded from the page limitation.
- Explain the offeror's collective experience with successfully providing seamless transitions within required timeframes at the inception of contracts with similar magnitude and complexity. Specifically with respect to minimizing the adverse impacts to the customer's mission associated with turnover of contractor personnel, including but not limited to retaining or recruiting qualified contractor personnel including outgoing incumbent contractor personnel as may have been integral.

- ii. VOLUME 2. Past Performance. The Past Performance volume shall consist of recent and relevant information regarding an offeror's and/or critical subcontractor's performance under previously awarded contracts (task orders are considered contracts; additionally, one task order is consisted one contract). This volume shall consist of:
 1. Detailed descriptive listing of three (3) active or completed contracts (with at least twelve (12) months of performance) occurring within the past three (3) years. Each offeror shall submit three (3) active or completed contracts in which they performed as a prime contractor. If the offeror is proposing the use of critical subcontractors, the offeror shall submit three (3) active or completed contracts (with at least twelve (12) months of performance) occurring within the past three (3) years for each critical subcontractor they propose to utilize. The subcontractor contracts can provide performance as either a prime or a subcontractor. The detailed description submitted for each contract should include, at a minimum, the following information:
 - Contract number and/or task order number.
 - Type of services provided, number of full-time-equivalent (FTE) personnel assigned, an identification and brief description of the subcontractor arrangements or critical subcontractor relationship utilized (if any), extent of travel.
 - Total and annual dollar value of contract or task order.
 - Type of contract (e.g. cost reimbursable, incentive fee, award fee, time and materials, fixed price, etc).

- Date of contract performance start and completion, including options.
 - Name, title, address, phone number, and email of customer contact. It is incumbent on the offeror to ensure information on former customers is current and accurate.
2. Provide specific illustrations in regards to your company's ability to provide reachback capabilities to previous contracts.
- iii. VOLUME 3. Price: No price information shall be included within the Cover Letter or in any of the VOLUMES other than VOLUME 3.
1. The pricing portion of the quotation shall be submitted using the Government-provided format attached. This Government- provided format is in Microsoft Excel for the offerors completion of price related information and assumptions.
 - The totals for Travel and ODCs shall remain as pre-filled by the Government. Any changes to Travel or ODC amounts will be reverted back to the original amounts prior to the price evaluation.
 - If modifications are made to the spreadsheet, they shall be clearly marked, along with an explanation of the modification. Although it is not mandatory, it is requested that offerors use rounding to the nearest whole dollar in their price quote.
 2. The Contractor shall include a cover letter with the price submission. The letter shall include:
 - The Contractor's DCAA and/or DCMA points of contact to include: name, phone number, email address.
 - A copy of the contractor's most recent DCAA/DCMA rate approval or provisional rate approval letter in support of all indirect rates utilized within their price submission.
 - A statement indicating whether or not the contractor has a Government approved purchasing system.
 3. Pertaining to travel and ODCs CLINs: The Government has provided both amounts in the Pricing Template. These amounts should be inclusive of any G&A and/or material handling. G&A and material handling should be indicated in the pricing cover letter provided, as described above. Profit or fee will not be permitted on travel or ODCs.
 4. The contractor should ensure that the price submission is consistent with the technical submission in all respects. The information in the price submission will be shared with the technical evaluators for consideration.

III. EVALUATION PROCESS:

This task order is to be awarded in accordance with FAR Part 16.505. This is not a FAR 15 negotiated competition; therefore, the procedures in FAR Part 15.3 (Source Selection) DO NOT apply to this solicitation. The acquisition evaluation will be conducted utilizing the Best

Value-Tradeoff Process, which seeks to select an offer with the best value to meet the Government's need. Best value is defined as the expected outcome of an acquisition that, in the Government's estimation, provides the greatest overall benefit in response to the requirement, in accordance with FAR 2.101. The best value will be determined by comparing differences in the value of non-price features with differences in price to the Government. In making this comparison (comparing contractor submissions to one another), the Government is more concerned with obtaining superior non-price features than with making an award at the lowest overall price to the Government. However, the Government will not make an award at a significantly higher overall price to achieve slightly superior non-price features. Therefore, price is not expected to be the controlling factor in the selection of an offeror, but the degree of importance of price as a factor could become greater depending upon the equality of the quotes for other factors evaluated. When competing quotes are determined to be substantially equal after evaluation of all non-price factors, the price and other price factors could become the controlling factor. A single offeror will be selected whose quote provides the Government a best value solution.

This is a task order award utilizing the streamlined procedures of 16.505(b) wherein the contracting officer may exercise broad discretion in developing appropriate order placement procedures. Accordingly, also reserved to the Government is the right for the Contracting Officer, at the conclusion of the evaluation process and after the Contracting Officer has determined the Government's proposed best value awardee but prior to award, to negotiate exclusively with that proposed awardee on all aspects of that offeror's quote that the Contracting Officer deems appropriate, including but not limited to negotiating changes to specific quote terms, in order to finalize terms of the order for award. If the Contracting Officer is unable to negotiate with that offeror to terms agreeable to the Government, then the Contracting Officer reserves the right to negotiate similarly with the offeror that was next-inline to be the proposed best value awardee; this process may continue with the offerors that submitted quotes until an award is made, or until a decision is made to reopen negotiations with all offerors, or until the Contracting Officer determines to make no award. Post-selection negotiations, if any, with the proposed best value awardee shall not constitute a competitive range determination and shall not otherwise entitle other offerors, if any, to an opportunity to revise quotes.

IV. ORDER OF PRECEDENCE: All subfactors are of equal importance. Technical Approach is more important than Past Performance. Non-price factors, when combined, are significantly more important than the price factor.

V. EVALUATION CRITERIA BY VOLUME

- a. Volume 1: Technical Approach: The offeror's OVERALL technical approach will be evaluated based on the Government's confidence in the offeror's understanding of the overall scope and complexity of the requirements. The Government will assess the proposed technical solution, prior experience described and management/transition plan to determine the degree to which they demonstrate a high-level, complete, and clear understanding of the requirements. The Government will assess the potential risks identified by the offeror and measure its confidence in the offeror's technical approach to mitigating those risks. The Government may independently identify risks not identified

by the offeror and assess its impact to the successful performance of the contract. The Government will evaluate the offeror's technical approach to prime/subcontractor arrangements and critical subcontractors, if any, assessing the level of the Government's confidence that such technical approach will meet its requirements.

- b. **VOLUME 2. Past Performance:** Past Performance will be evaluated as a measure of the Government's confidence in the offeror's ability to successfully perform this project based on demonstrated relevant and recent performance. The Government may use data provided by the offeror and data obtained from other sources that it considers current, accurate, reliable, and relevant. In evaluating past performance and the risk to successful performance posed by the offeror, the Government will review "how well the offeror has performed" on other relevant comparable projects. A qualitative assessment of the offeror's relevance and depth of past performance will be performed. Lower confidence may be given if the required number of past performance information (3 for the prime contractor and 3 each for any critical subcontractors) is not received. The Government may base its evaluation of past performance on information that it receives from offerors and information that it obtains through its own investigation. The Government may contact an offeror's former customers and business associates; Federal, state, and local government agencies; may utilize electronic databases such as Past Performance Information Retrieval System (PPIRS); and may utilize other sources of information that the Government considers reliable. If critical subcontractors are proposed, then for the past performance factor for evaluation may be evaluated individually and then averaged together for an overall Team-Offeror criterion rating in order for an integrated assessment of past performance to be made.
- c. **VOLUME 3. Price:**
 - i. **Realism and Reasonableness:** The proposed price will be evaluated for realism and reasonableness. The existence of adequate price competition is expected to support this determination. This evaluation may include an analysis of the quoted labor mix, level of effort (LOE), and labor rates compared to the mix, LOE, and rates under similar DoD contracts and/or the Government's estimate for this task order, and/or the mix, LOE, and rates quoted by other offerors for this task order. The Government may also utilize comparisons of proposed prices with independent government cost estimates (IGCE), Prices Paid Tool, other available Government prices.
 - ii. **Balance:** The Government may determine that an offer is unacceptable if the option prices are significantly unbalanced. Evaluation of options shall not obligate the Government to exercise the option(s).
 - iii. **TEP:** For evaluation purposes only, the total evaluated price/cost is the sum of the total price/cost submitted for (a) the base period (excluding the one month transition period), (b) all option periods, and (c) the six-month extension authorized by FAR clause 52.217-8. The transition period within the base period will not be utilized in the TEP calculation. For purposes determining the evaluated price/cost for the six month 52.217-8 extension, the total price/cost is calculated as one-half of the total price/cost of the final option period.

VI. ATTACHMENTS

1. Performance Work Statement (PWS)
2. Pricing Template
3. Draft DD254

VII. TERMS AND CONDITIONS

- a. All applicable contract clauses and terms and conditions from the offeror's GSA GWAC will be incorporated under any resultant task order.
- b. The following clauses are incorporated with the same force and effect as if provided in full text:
 - i. FAR 52.212-4, Contract Terms and Conditions – Commercial Items (May 2015)
 - ii. FAR 52.232-33, Payment by Electronic Funds Transfer – Central Contractor Registration (Oct 2003)
 - iii. DFARS 252.232-7007, Limitation Of Government's Obligation (APR 2014)
 - iv. GSAR 552.237-73, Restriction on Disclosure of Information (Sep 1999)
 - v. AFFARS 5352.204-9000, Notification of Government Security Activity and Visitor Group Security Agreements (Apr 2003)
 - vi. AFFARS 5352.242-9000, Contractor access to Air Force installations (Aug 2007)
 - vii. AFFARS 5352.242-9001, Common Access Cards (CACs) for Contractor Personnel (Aug 2004)
- c. The following clauses are incorporated in full text:
 - i. FAR 52.217-8, Option to Extend Services (Nov 1999) The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor prior to expiration of the task order. (end of clause)
 - ii. FAR 52.217-9, Option to Extend the Term of the Contract (Mar 2000) The Government may extend the term of this contract by written notice to the Contractor prior to expiration of the contract; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension. If the Government exercises this option, the extended contract shall be considered to include this option clause. The total duration of this contract, including the exercise of any options under this clause, shall not exceed 60 months. (end of clause)
 - iii. GSA Special Clause - Option for Increased Services - Separately Priced CLIN The Government may require the delivery of additional within scope services,

identified in the Schedule as optional CLINs, within the labor rates stated in the Schedule. The Contracting Officer may exercise the option by written notice to the Contractor prior to expiration of the task order. Level of effort for services will be negotiated between the parties prior to exercising the option as a Firm Fixed Price addition to the task order. Delivery of added services shall continue at the same rate that like items are called for under the contract, unless the parties otherwise agree. If exercised, a payment schedule will be determined and incorporated with the modification. (end of clause)

iv. GSA Payment Instructions. THE FOLLOWING PROCEDURES MUST BE FOLLOWED TO ENSURE TIMELY PAYMENT:

The contractor shall provide a monthly invoice to be submitted simultaneously with the monthly status report no later than the 21st calendar day of the month following the monthly reporting period. The monthly reporting period shall be based on the calendar month. The contractor invoice shall have separate line items for FFP labor, direct labor, and/or travel. The invoice shall include (if applicable) but not be limited to:

Current invoiced amount, cumulative invoice amount, and remaining funds status
Labor hours expended. The labor hours expenditure information shall include the identification of the employee name, labor category, hourly labor rate, and total number of labor hours expended.

Timecards. If issued as a labor hour task order, the contractor shall provide a copy of each employee's timecard/sheet. The timesheet shall identify the contractor employee name and number of hours claimed per day.

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v. INCREMENTAL FUNDING – TIME AND MATERIAL/LABOR HOURS

The project may be incrementally funded. If incrementally funded, funds shall be added to the contract/order via a unilateral modification as the funds become

available. The contractor shall not perform work resulting in charges to the Government that exceed obligated funds.

The Contractor shall notify the Contracting Officer in writing whenever it has reason to believe that the costs it expects to incur under this contract in the next 60 days, when added to all costs previously incurred, will exceed 75 percent of the total amount so far allotted to the contract/order by the Government. The notice shall state the estimated amount of additional funds required to continue performance of the contract/order for the specified period of performance or completion of that task.

Sixty days before the end of the period specified in the Schedule, the Contractor shall notify the Contracting Officer in writing of the estimated amount of additional funds, if any, required to continue timely performance under the contract or for any further period specified in the Schedule or otherwise agreed upon, and when the funds will be required.

The Government is not obligated to reimburse the contractor for charges in excess of the contract/order funded amount and the contractor is not obligated to continue performance or otherwise incur costs that could result in charges to the Government in excess of the obligated amount under the contract/order.
(end of clause)

-----END OF REQUEST FOR QUOTATION (RFQ) -----

TASK ORDER VEHICLE: OASIS SB

OASIS POOL BEING SOLICITED: Pool 6

NORTH AMERICAN INDUSTRY CLASSIFICATION SYSTEM (NAICS) CODE:
541712, Research and Development in Aircraft

EXTENT OF COMPETITION: This solicitation will be based on:

- ☒ Fair opportunity procedures
- ☐ An Exception to Fair opportunity

TYPE OF TASK ORDER: Performance-Based, Hybrid – Time & Materials (T&M) and Firm Fixed Price (FFP) with Reimbursable Travel

TYPE OF SERVICES: Commercial and Unclassified

REQUIREMENT DESCRIPTION: As specified within the Performance Work Statement (PWS)

CONTRACT TERM: Five Years (basic plus four options)

ISSUING OFFICE POINTS OF CONTACT:

Contracting Officer: Jennifer Gherardini, 618-622-5808, Jennifer.Gherardini@gsa.gov
Contracting Officer's Representative (COR): Lindsey Mitchell, 618-206-5217,
lindsey.mitchell@gsa.gov

HISTORICAL INFORMATION & STAFFING REQUIREMENTS:

The embedded spreadsheet below provides the historical staffing per CLIN, as well as the minimum requirements for security and place of performance per CLIN.



HISTORICAL &
STAFFING REQUIREMENTS

I. SUBMISSION PROCEDURES:

- a. Questions: All questions regarding this notice shall be submitted in email not later than 4:00pm Eastern Time on **10 May 17** to the POCs at the email addresses provided above.
- b. Quote Submission Procedures: All quotes shall be submitted via GSA's electronic acquisition portal, AAS Business Systems Portal (AASBS Portal), formerly IT-Solutions Shop (ITSS), [web address: <https://portal.fas.gsa.gov/>]. Failure to submit a quote via AASBS Portal by the closing date/time mentioned above shall result in exclusion from consideration. Offerors that submit a quote but fail to properly register in AASBS Portal will result in an "Unregistered Vendor Quote". An award cannot be made to an "Unregistered Vendor Quote". An "Unregister Vendor Quote" may be considered as failure to submit a quote via AASBS Portal and may result in the offerors exclusion from consideration. If registration is required and/or technical assistance is needed, please contact the AASBS Portal Help Desk at 1-877-243-2889. **DO NOT WAIT TO CHECK TO SEE IF THE FIRM, CONTRACT NUMBER, AND INDIVIDUAL AUTHORIZED TO SUBMIT QUOTE(S) IS CORRECTLY REGISTERED IN THE AASBS PORTAL.** If any difficulties with the AASBS Portal during quote submission are experienced, offerors should alert the AASBS Portal Help Desk and the GSA issuing office point of contact above without delay. The failure of an offeror to ensure the Government's receipt of the offeror quote via ITSS by the closing date and time or a failure to comply with these instructions may result in exclusion from consideration. The electronic quote submission shall be utilized for purposes of determining the timely submission of quote.

In addition to submission of quote through AASBS, two (2) hard copies of the quote volumes shall be delivered to the following address:

General Services Administration
1734 Corporate Crossing, Suite 2
O'Fallon, IL 62269

AND, another three (3) hard copies of the quote volumes shall be delivered to the following address:

Evaluation Panel
c/o Adam B
211 Broughton Street
Warner Robins, GA 31088

The hard copy versions of the quotation are required to be submitted as a courtesy for the Government. It is highly desirable for the hard copy quotation to be received by the closing date/time mentioned above. In the event that the electronic version is received timely; however, the hardcopy version receipt is delayed, then any slight delay in receipt of the hard copy versions will be waived as a minor formality. However, failure to receive the hard copy versions within 48 hours after the closing date/time mentioned above may be deemed a material failure by the offeror and the quotation may be rejected

and ineligible for award, as the Government has determined that adhering to the evaluation schedule is a requirement.

Offerors shall ensure that their quotes are compliant with this instruction document and that all quoted items are separately priced and the GSA task order number and offeror's OASIS SB Contract Number are clearly stated. The Government will not pay any Offeror for any cost or expenses associated with the preparation of their quote. Offerors shall thoroughly examine all RFQ documents and follow the instructions. Failure to do so will be at the Offeror's risk.

II. QUOTE CONTENT:

- a. Format: Quotes shall consist of and shall include the following quote documents with the page limits as specified below:
 - i. COVER LETTER (3 Page limitation)
 - ii. VOLUME 1: Evaluation Factor 1: Technical Approach (30 page limitation)
 - iii. VOLUME 2: Evaluation Factor 2: Past Performance (10 page limitation)
 - iv. VOLUME 3: Price (no page limitation; Government format provided)

Pages or written material exceeding the number specified will not be read or considered in the evaluation by the Government. Table of contents and indexes are not required, but if included, do not count toward the page total.

Both the electronic and hard quotation shall be organized to correspond with the evaluation criteria and submitted in an 8½-in X 11-in format, using 12-point Times New Roman type, and 1-inch margins. Use of graphics must be minimized. Text within tables and graphics may be smaller, if necessary, but must be legible.

b. Quotation Instructions by Volume:

- i. VOLUME 1: Technical Approach.

Offerors should note that technical approach volumes which merely offer to conduct a program in accordance with the requirements of the Government's Performance Work Statement (PWS) will be considered nonresponsive to this solicitation and will not be considered further. The quote shall be clear, concise, and shall include sufficient detail for effective evaluation and for substantiating the validity of stated claims. The quote should not simply rephrase or restate the Government's requirements, but rather shall provide convincing rationale to address how the offeror intends to meet the requirements. Offerors shall assume that the Government has no prior knowledge of their skills and experience, and will base its evaluation on the information presented within the offeror's quote.

The offeror's quote shall address each of the following subfactors describing the offerors' proposed technical approach to performing the requirements set forth in the PWS. For each subfactor, the offeror shall identify risk, if any, associated with the technical approach and actions the offeror will take to mitigate the identified risks. If

no risks/mitigations are identified in the offeror's proposal, it indicates the offeror does not consider there to be any risk associated with their technical approach.

The offer shall identify any proposed critical subcontractors (defined below) or prime contractor/subcontractor arrangement, and their specific role and level of responsibility in relationship to the overall performance of the total effort. To the extent that any of the offeror's collective experience it relies upon in addressing this subfactor is attributable to a critical subcontractor, proposed key personnel, or prime contractor/subcontractor arrangement, then the offeror shall identify and explain such attribution. If subcontractors are utilized, then the offeror shall discuss how its solution structured to ensure adequate control by the prime of all subcontractors.

1. Subfactor One: Technical Solution and Experience. This section of the technical approach volume shall:

- Provide concurrence and agreement to perform ALL tasks described within the PWS.
- Demonstrate a clear understanding of PWS tasks. At a minimum, the volume should clearly address and provide information regarding your solution and previous experience in relation to the following PWS paragraphs and their associated subparagraphs:
 - 3.1.2 Product and Sustainment support
 - 3.1.3 Acquisition Planning Support
 - 3.4 T&M Surge
- Demonstrate a clear understanding of the challenges faced by the modernization of complex GPS airborne and handheld receivers.

2. Subfactor Two: Management/Transition Plan. This section of the technical approach volume shall:

- Demonstrate the offeror's technical approach for completing required tasks in a timely manner and to providing cleared personnel in accordance with security requirements detailed in the PWS to ensure timely and high-quality performance on all work and within budget.
- The offeror shall identify proposed labor categories, proposed level of effort per category, respectively, and delineate the specific PWS functional areas to which the categories and level of effort correspond; if a teaming or subcontracting solution is provided, then the aforementioned should be broken out by respective team member/subcontractor. Also, describe the duties and responsibilities under the PWS requirements of each associated labor category and how the position under the category interfaces as applicable with the other positions and/or

categories. Offeror shall identify all proposed positions that the offeror considers to be key personnel.

- Identify how you will delineate taskings and personnel between the FFP and T&M tasks.
- Demonstrate capability to accomplish quick turn, high-level taskers as identified in the PWS. Include specific details to how you will staff and process the unique surge/reach-back T&M requirements.
- Provide a draft Quality Control Plan (QCP) that will be used to guide and assess YOUR performance of the PWS taskings.
- Explain the offeror's collective experience with successfully providing seamless transitions within required timeframes at the inception of contracts with similar magnitude and complexity. Specifically with respect to minimizing the adverse impacts to the customer's mission associated with turnover of contractor personnel, including but not limited to retaining or recruiting qualified contractor personnel including outgoing incumbent contractor personnel as may have been integral.

- ii. VOLUME 2. Past Performance. The Past Performance volume shall consist of recent and relevant information regarding an offeror's and/or critical subcontractor's performance under previously awarded contracts (task orders are considered contracts; additionally, one task order is consisted one contract). This volume shall consist of:
 1. Detailed descriptive listing of three (3) active or completed contracts (with at least twelve (12) months of performance) occurring within the past three (3) years. Each offeror shall submit three (3) active or completed contracts in which they performed as a prime contractor. If the offeror is proposing the use of critical subcontractors, the offeror shall submit three (3) active or completed contracts (with at least twelve (12) months of performance) occurring within the past three (3) years for each critical subcontractor they propose to utilize. The subcontractor contracts can provide performance as either a prime or a subcontractor. The detailed description submitted for each contract should include, at a minimum, the following information:
 - Contract number and/or task order number.
 - Type of services provided, number of full-time-equivalent (FTE) personnel assigned, an identification and brief description of the subcontractor arrangements or critical subcontractor relationship utilized (if any), extent of travel.
 - Total and annual dollar value of contract or task order.
 - Type of contract (e.g. cost reimbursable, incentive fee, award fee, time and materials, fixed price, etc).

- Date of contract performance start and completion, including options.
 - Name, title, address, phone number, and email of customer contact. It is incumbent on the offeror to ensure information on former customers is current and accurate.
2. Provide specific illustrations in regards to your company's ability to provide reachback capabilities to previous contracts.
- iii. VOLUME 3. Price: No price information shall be included within the Cover Letter or in any of the VOLUMES other than VOLUME 3.
1. The pricing portion of the quotation shall be submitted using the Government-provided format attached. This Government- provided format is in Microsoft Excel for the offerors completion of price related information and assumptions.
 - The totals for Travel and ODCs shall remain as pre-filled by the Government. Any changes to Travel or ODC amounts will be reverted back to the original amounts prior to the price evaluation.
 - If modifications are made to the spreadsheet, they shall be clearly marked, along with an explanation of the modification. Although it is not mandatory, it is requested that offerors use rounding to the nearest whole dollar in their price quote.
 2. The Contractor shall include a cover letter with the price submission. The letter shall include:
 - The Contractor's DCAA and/or DCMA points of contact to include: name, phone number, email address.
 - A copy of the contractor's most recent DCAA/DCMA rate approval or provisional rate approval letter in support of all indirect rates utilized within their price submission.
 - A statement indicating whether or not the contractor has a Government approved purchasing system.
 3. Pertaining to travel and ODCs CLINs: The Government has provided both amounts in the Pricing Template. These amounts should be inclusive of any G&A and/or material handling. G&A and material handling should be indicated in the pricing cover letter provided, as described above. Profit or fee will not be permitted on travel or ODCs.
 4. The contractor should ensure that the price submission is consistent with the technical submission in all respects. The information in the price submission will be shared with the technical evaluators for consideration.

III. EVALUATION PROCESS:

This task order is to be awarded in accordance with FAR Part 16.505. This is not a FAR 15 negotiated competition; therefore, the procedures in FAR Part 15.3 (Source Selection) DO NOT apply to this solicitation. The acquisition evaluation will be conducted utilizing the Best

Value-Tradeoff Process, which seeks to select an offer with the best value to meet the Government's need. Best value is defined as the expected outcome of an acquisition that, in the Government's estimation, provides the greatest overall benefit in response to the requirement, in accordance with FAR 2.101. The best value will be determined by comparing differences in the value of non-price features with differences in price to the Government. In making this comparison (comparing contractor submissions to one another), the Government is more concerned with obtaining superior non-price features than with making an award at the lowest overall price to the Government. However, the Government will not make an award at a significantly higher overall price to achieve slightly superior non-price features. Therefore, price is not expected to be the controlling factor in the selection of an offeror, but the degree of importance of price as a factor could become greater depending upon the equality of the quotes for other factors evaluated. When competing quotes are determined to be substantially equal after evaluation of all non-price factors, the price and other price factors could become the controlling factor. A single offeror will be selected whose quote provides the Government a best value solution.

This is a task order award utilizing the streamlined procedures of 16.505(b) wherein the contracting officer may exercise broad discretion in developing appropriate order placement procedures. Accordingly, also reserved to the Government is the right for the Contracting Officer, at the conclusion of the evaluation process and after the Contracting Officer has determined the Government's proposed best value awardee but prior to award, to negotiate exclusively with that proposed awardee on all aspects of that offeror's quote that the Contracting Officer deems appropriate, including but not limited to negotiating changes to specific quote terms, in order to finalize terms of the order for award. If the Contracting Officer is unable to negotiate with that offeror to terms agreeable to the Government, then the Contracting Officer reserves the right to negotiate similarly with the offeror that was next-inline to be the proposed best value awardee; this process may continue with the offerors that submitted quotes until an award is made, or until a decision is made to reopen negotiations with all offerors, or until the Contracting Officer determines to make no award. Post-selection negotiations, if any, with the proposed best value awardee shall not constitute a competitive range determination and shall not otherwise entitle other offerors, if any, to an opportunity to revise quotes.

IV. ORDER OF PRECEDENCE: All subfactors are of equal importance. Technical Approach is more important than Past Performance. Non-price factors, when combined, are significantly more important than the price factor.

V. EVALUATION CRITERIA BY VOLUME

- a. Volume 1: Technical Approach: The offeror's OVERALL technical approach will be evaluated based on the Government's confidence in the offeror's understanding of the overall scope and complexity of the requirements. The Government will assess the proposed technical solution, prior experience described and management/transition plan to determine the degree to which they demonstrate a high-level, complete, and clear understanding of the requirements. The Government will assess the potential risks identified by the offeror and measure its confidence in the offeror's technical approach to mitigating those risks. The Government may independently identify risks not identified

by the offeror and assess its impact to the successful performance of the contract. The Government will evaluate the offeror's technical approach to prime/subcontractor arrangements and critical subcontractors, if any, assessing the level of the Government's confidence that such technical approach will meet its requirements.

- b. **VOLUME 2. Past Performance:** Past Performance will be evaluated as a measure of the Government's confidence in the offeror's ability to successfully perform this project based on demonstrated relevant and recent performance. The Government may use data provided by the offeror and data obtained from other sources that it considers current, accurate, reliable, and relevant. In evaluating past performance and the risk to successful performance posed by the offeror, the Government will review "how well the offeror has performed" on other relevant comparable projects. A qualitative assessment of the offeror's relevance and depth of past performance will be performed. Lower confidence may be given if the required number of past performance information (3 for the prime contractor and 3 each for any critical subcontractors) is not received. The Government may base its evaluation of past performance on information that it receives from offerors and information that it obtains through its own investigation. The Government may contact an offeror's former customers and business associates; Federal, state, and local government agencies; may utilize electronic databases such as Past Performance Information Retrieval System (PPIRS); and may utilize other sources of information that the Government considers reliable. If critical subcontractors are proposed, then for the past performance factor for evaluation may be evaluated individually and then averaged together for an overall Team-Offeror criterion rating in order for an integrated assessment of past performance to be made.
- c. **VOLUME 3. Price:**
 - i. **Realism and Reasonableness:** The proposed price will be evaluated for realism and reasonableness. The existence of adequate price competition is expected to support this determination. This evaluation may include an analysis of the quoted labor mix, level of effort (LOE), and labor rates compared to the mix, LOE, and rates under similar DoD contracts and/or the Government's estimate for this task order, and/or the mix, LOE, and rates quoted by other offerors for this task order. The Government may also utilize comparisons of proposed prices with independent government cost estimates (IGCE), Prices Paid Tool, other available Government prices.
 - ii. **Balance:** The Government may determine that an offer is unacceptable if the option prices are significantly unbalanced. Evaluation of options shall not obligate the Government to exercise the option(s).
 - iii. **TEP:** For evaluation purposes only, the total evaluated price/cost is the sum of the total price/cost submitted for (a) the base period (excluding the one month transition period), (b) all option periods, and (c) the six-month extension authorized by FAR clause 52.217-8. The transition period within the base period will not be utilized in the TEP calculation. For purposes determining the evaluated price/cost for the six month 52.217-8 extension, the total price/cost is calculated as one-half of the total price/cost of the final option period.

VI. ATTACHMENTS

1. Performance Work Statement (PWS)
2. Pricing Template
3. Draft DD254

VII. TERMS AND CONDITIONS

- a. All applicable contract clauses and terms and conditions from the offeror's GSA GWAC will be incorporated under any resultant task order.
- b. The following clauses are incorporated with the same force and effect as if provided in full text:
 - i. FAR 52.212-4, Contract Terms and Conditions – Commercial Items (May 2015)
 - ii. FAR 52.232-33, Payment by Electronic Funds Transfer – Central Contractor Registration (Oct 2003)
 - iii. DFARS 252.232-7007, Limitation Of Government's Obligation (APR 2014)
 - iv. GSAR 552.237-73, Restriction on Disclosure of Information (Sep 1999)
 - v. AFFARS 5352.204-9000, Notification of Government Security Activity and Visitor Group Security Agreements (Apr 2003)
 - vi. AFFARS 5352.242-9000, Contractor access to Air Force installations (Aug 2007)
 - vii. AFFARS 5352.242-9001, Common Access Cards (CACs) for Contractor Personnel (Aug 2004)
- c. The following clauses are incorporated in full text:
 - i. FAR 52.217-8, Option to Extend Services (Nov 1999) The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor prior to expiration of the task order. (end of clause)
 - ii. FAR 52.217-9, Option to Extend the Term of the Contract (Mar 2000) The Government may extend the term of this contract by written notice to the Contractor prior to expiration of the contract; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension. If the Government exercises this option, the extended contract shall be considered to include this option clause. The total duration of this contract, including the exercise of any options under this clause, shall not exceed 60 months. (end of clause)
 - iii. GSA Special Clause - Option for Increased Services - Separately Priced CLIN The Government may require the delivery of additional within scope services,

identified in the Schedule as optional CLINs, within the labor rates stated in the Schedule. The Contracting Officer may exercise the option by written notice to the Contractor prior to expiration of the task order. Level of effort for services will be negotiated between the parties prior to exercising the option as a Firm Fixed Price addition to the task order. Delivery of added services shall continue at the same rate that like items are called for under the contract, unless the parties otherwise agree. If exercised, a payment schedule will be determined and incorporated with the modification. (end of clause)

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The Government is not obligated to reimburse the contractor for charges in excess of the contract/order funded amount and the contractor is not obligated to continue performance or otherwise incur costs that could result in charges to the Government in excess of the obligated amount under the contract/order.
(end of clause)

-----END OF REQUEST FOR QUOTATION (RFQ) -----